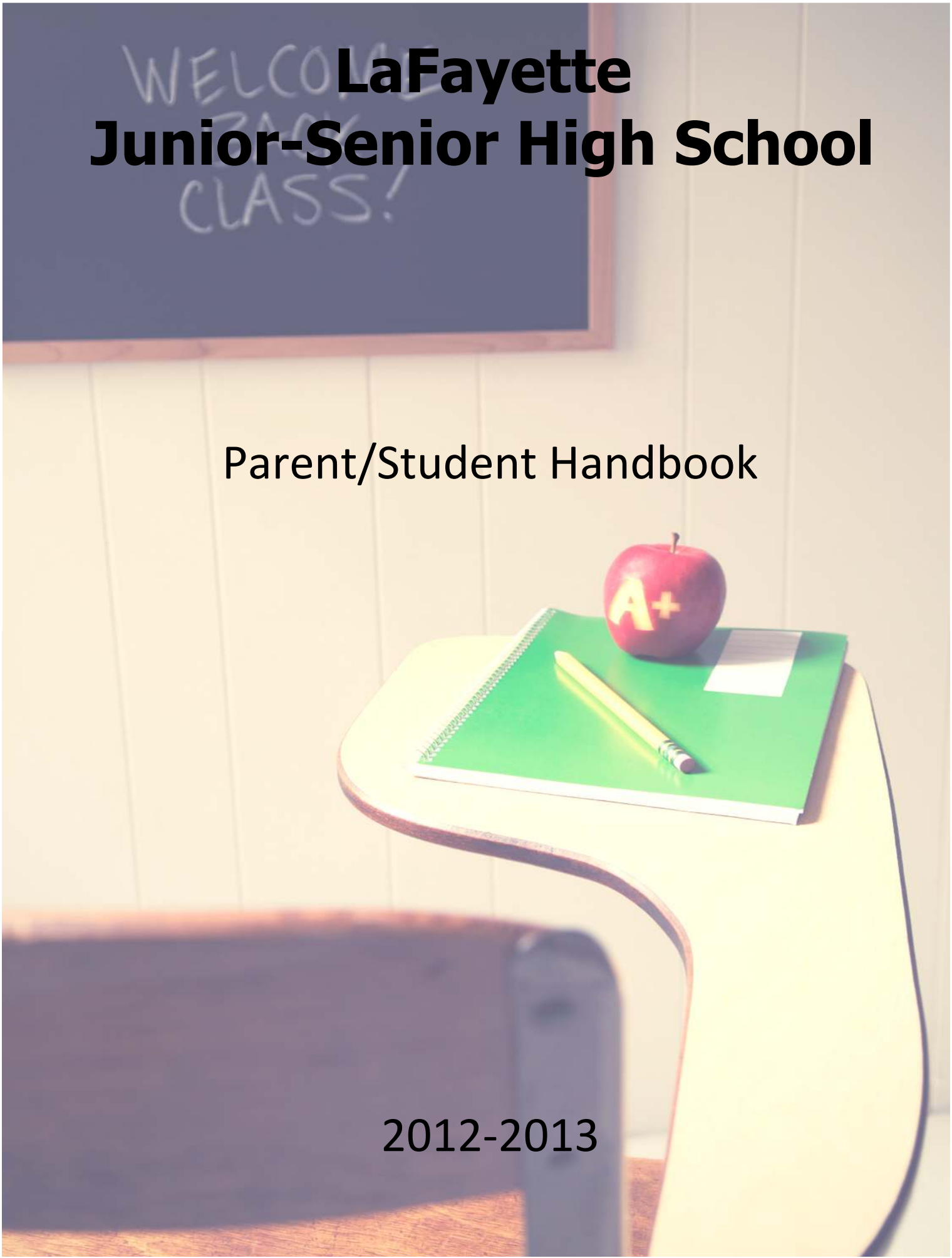
LaFayette Junior-Senior High School

Parent/Student Handbook



2012-2013

BELIEFS

Education fosters a life-long interest in learning.

We provide an environment that creates a positive self-image.

We are productive and responsible members of society.

We accept individual differences and are respectful of others.

We strive for high academic achievement.

Parents bear the primary responsibility for the welfare of their children

We all develop an understanding of and appreciation for cultural diversity.

We all endeavor to become critical thinkers and effective communicators.

Educating students is the combined efforts of community, parents and teachers.

LAFAYETTE JUNIOR-SENIOR HIGH SCHOOL

Mission Statement

The mission of the LaFayette School District through the combined efforts of community, parents, and teacher is to develop an environment for each student which will create a positive self-image, a life-long interest in learning, an atmosphere for high academic achievement, foster an understanding and appreciation of cultural diversity, gender equity and stress tolerance and respect for others, so that students become responsible and productive members of society.

LaFayette Central School **LaFayette, New York 13084**

PETER A. TIGH
Superintendent
(315)677-9728

JENNIFER BLOSSEY
Principal
(315)677-3131

September 2011

Dear Parents and Students:

Welcome to the 2012 – 2013 school year at the LaFayette Junior/Senior High School. I hope that your year with us will be an educationally profitable one for you.

Along with welcoming a new year, we are undertaking new challenges. Common Core Learning Standards and the Annual Professional Performance Review, with the goal being that all students leaving high school are college or career ready. As a district, we have adopted statewide rubrics to evaluate our teachers and principals in order to ensure that all students are receiving quality instruction in an educational environment that is both rigorous and caring.

Fortunately, we are able to accomplish all this with a good base, i.e. a supportive community, a highly qualified teaching staff, ongoing commitment to a high tech facility, an increasing number of college-credit bearing courses, strong District leadership and most important, a strong student body that is willing to take on the new challenges.

We look forward to a fulfilling year producing students that are prepared for all future challenges, whatever they may be.

Sincerely,

Jennifer Blossey
Principal

STANDARDS OF EXCELLENCE

1. Each student, upon graduation, will have a marketable skill and/or the academic competency to pursue post secondary educational opportunity(ies).
2. Each student will develop a positive attitude of self, life management and community that will enable him/her to enhance the community in which he/she lives.
3. Each student will acquire technological literacy and an understanding of the effect technology has on the individual and society.
4. Each student will develop an understanding for people of different races, sexes, abilities, religions, cultures, ethnicity, social, political and economic backgrounds and their right to co-exist.
5. Each student will acquire an understanding of the environment and the effect of choices made by individuals, industry and society on ecological systems and natural resources.
6. Each student will learn methods of inquiry and knowledge gained through the following disciplines and use the methods and knowledge in interdisciplinary applications: English, Language Arts, Science, Mathematics, Technology, History, Social Science, Arts, Humanities, Languages, Technical and Occupational Skills, Physical Education. Health, Home and Careers, and Computer Science.
7. Each student will identify and appreciate the fine arts and the arts' impact on daily life.
8. Each student will demonstrate a mastery level of communication and critical thinking skills by logically, creatively, and analytically gathering, processing and evaluating information.
9. Each student will identify and appreciate leisure and recreational activities and their effect on daily life.

STUDENTS' BILL OF RIGHTS AND RESPONSIBILITIES

RIGHTS

1. Students have the right to pursue an education in an atmosphere that is safe and conducive to learning.
2. Students have the right to enroll in a program of study which best meets their needs and abilities.
3. Students have the right to be respected on the merits of their attributes as individuals.
4. Students have the right to procedural due process guaranteed by the United States Constitution and New York Education Law prior to disciplinary action taken against them.
5. Students have the right to freedom of speech and expression, which does not interfere with educational process or infringe upon the rights of others.
6. Students have the right to freedom from discrimination relative to participation in curriculum offerings, athletics and extra-curricular activities

RESPONSIBILITIES

1. Students will conduct themselves with respect toward self, fellow students, teachers and others.
2. Students will strive to reach their potential in all areas.
3. Students will follow the directions of the faculty and administration at all times.
4. Students will fulfill all classroom obligations.
5. Students will show respect for school property and for the property of others.
6. Students will demonstrate good conduct and positive attitude at all times in all school activities.
7. Students will dress in an appropriate manner for school activities.

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BOARD OF EDUCATION, ADMINISTRATION, FACULTY, AND STAFF

Board of Education	Mr. James Keefe	President
	Mrs. Patricia Sofranko	Vice President
	Mr. Thomas Scofield	Member
	Mrs. Ronda Akl	Member
	Mr. Michael LaCava	Member
	Mr. Matthew Dodge	Member
	Mr. Mark Whitney	Member
Administration	Mr. Peter Tigh	Superintendent
	Mrs. Jennifer Blossey	Principal Director of Special Education
School Counselors	Mr. William O'Leary	Director of Guidance/School Counselor
	Mrs. Kristeen Cool	School Counselor
	Mrs. Sherri Hopper	Native American Liaison/Counselor
Instructional		
ART	Mrs. Heidi Carr	
	Mrs. Mary Raye Casper	
ENGLISH	Mr. Damon Derbyshire	Grade 9/12
	Ms. Maria Nastasi	Grade 7
	Ms. Vickie Gernhardt	Grade 11/12
	Ms. Lisa Morgan-Phelan	Grade 8
	Ms. Maura Daly	Grade 10
FOREIGN LANGUAGES		
	Sra. Zoila Romeu	Spanish
	Srta. Kelly Kubeja	Spanish
HEALTH	Mrs. Heather Amidon	
HOME & CAREERS	Ms. Nancy Harriger	
LIBRARY MEDIA SPECIALST	Mrs. Marcie Mann	
MATHEMATICS	Ms. Joyce Lewis	
	Ms. Daryl Felice	
	Mr. Kevin Morel	
	Mrs. Anne Courtwright	
	Mr. Peter Winans	
MUSIC	Ms. Rebecca Pethybridge	Instrumental
	Mr. Jay Czyz	Vocal
PHYSICAL EDUCATION	Ms. Karyn Meaney	
	Mr. Karl Seemann	
SCIENCE		
	Mr. David Amidon	Grade 8/Biology
	Mr. Sean Zehner	Grade 7/AP Bio
	Ms. Kristin Angello	Physics
	Mrs. Nancy Hummel	Biology
	Mr. Michael Picciotti	Chemistry
	Mrs. Nancy Terry	Earth Science/ Environmental Science

SOCIAL STUDIES	Mr. Joseph Fox	Grade 7/Sociology/Psychology
	Mr. Ronald Spicer	Grade 8/Economics & Gov't
	Mr. Timothy Baker	US History/Early American/Civil War
	Mr. Timothy Miller	Global History II/Economics & Gov't
	Mr. Christopher Young	Global History I/AP Amer. History
SPECIAL EDUCATION	Ms. Linda Callahan	
	Mrs. Christine Baker	
	Mrs. Lisa Jasinski	
	Mr. Tom Turner	
TECHNOLOGY EDUCATION		
	Mr. Dan McConnell	Y.C.I.P.
	Mr. Bernie O'Donnell	
	Mr. Steve Young	
TEACHER ASSISTANTS	Mrs. Sally Case	
	Mrs. Amy Flemming	
	Mr. Jerry Kelly	
	Mrs. Lori Root	
	Ms. Abigail Storrier	

Support Services

ATHLETIC COORDINATOR	Mr. Jerry Kelly	
CAFETERIA	Mrs. Susan Craig	Manager
	Mrs. Lisa Indrick	Assistant
CLERICAL	Ms. Tiana Poplawski	Main Office Secretary
	Mrs. Patsy McElhannon	Special Education/Main Office Secretary
	Mrs. Paula Thompson	Guidance Secretary
CUSTODIANS	Mr. David Friedman	Supervisor – Day
	Mr. Brandon Vadala	Supervisor – Night
DISTRICT TECHNOLOGY	Ms. Adrian Threat (BOCES)	
	Mr. Michael Davis (BOCES)	
NURSE	Mrs. Nancy Donaldson	
PSYCHOLOGIST	Dr. Michelle Storie	

Email – All staff members have email accounts and can be accessed as follows:
first initial, last name @lafcs.cnyric.org
Ex. jsmith@lafayetteschools.org

Website Information – Please visit our website at:
www.lafayetteschools.org

CALENDAR

IMPORTANT DATES TO REMEMBER

September	3	Labor Day – No School
	4	Superintendent's Conference Day - (No School for Students)
	5	First Day for Students
	12	Senior High Open House
	19	Junior High Open House
October	5	½ Day for Students – Early Dismissal
	8	Columbus Day – No School
November	12	Veteran's Day – No School
	21	½ Day – Early Dismissal
	22-23	Thanksgiving Recess – No School
December	24-31	Holiday Recess
January	1	Holiday Recess
	2	School Re-Opens
	21	Martin Luther King Jr. Holiday – No School
	25	½ Day – Early Dismissal
February	18-22	Winter Recess
March	15	Superintendent's Conference Day (No School for Students)
	29	Good Friday – No School
April	1-5	Student/Staff Recess – No School
	16-18	Gr. 7 & 8 ELA Exams
	24-26	Gr. 7 & 8 Math Exams
May	22-31	Gr. 8 Science Performance Exam
	24	Vacation Day – (**IF** Snow Day/Emergency Days are not exceeded)
	27	Memorial Day – No School
June	3	Grade 8 Science Written
	11-20	Regents Exams
	22	Graduation Day

MARKING PERIOD SCHEDULE
2012-2013

1st Quarter

October 5 – Progress Report (October 12 - Mailed Home)

November 9 – Report Card (November 16 – Mailed Home)

2nd Quarter

December 14 – Progress Report (December 21 – Mailed Home)

January 25 – Report Card (February 1 – Mailed Home)

3rd Quarter

March 8 – Progress Report (March 15 – Mailed Home)

April 19 – Report Card (April 26 – Mailed Home)

4th Quarter

May 23 – Progress Report (May 30 – Mailed Home)

June 20 – Report Card (June 26 – Mailed Home)

The 2012-2013 Schedule

JH		SH		SH	
1	7:55-8:42	1	7:55-8:42	1	7:55-8:42
2	8:45-9:27	2	8:45-9:27	2	8:45-9:27
3	9:30-10:12	3	9:30-10:12	3	9:30-10:12
4	10:15-10:57	4	10:15-10:57	4	10:15-10:57
Lunch 4A	11:00-11:30	5	11:00-11:42	5	11:00-11:42
5	11:33-12:15	Lunch 6E	11:45-12:15	6	11:45-12:27
6	12:18-1:00	6	12:18-1:00	Lunch 6L	12:30-1:00
7	1:03-1:45	7	1:03-1:45	7	1:03-1:45
8	1:48-2:30	8	1:48-2:30	8	1:48-2:30

2:33-3:15 After School Time

Special Bell Schedules

1 HOUR DELAY SCHEDULE

A LUNCH STUDENTS	B LUNCH STUDENTS	C LUNCH STUDENTS
1 – 8:55 – 9:30	1 – 8:55 – 9:30	1 – 8:55 – 9:30
2 – 9:43 – 10:08	2 – 9:43 – 10:08	2 – 9:43 – 10:08
3 – 10:11 – 10:46	3 – 10:11 – 10:46	3 – 10:11 – 10:46
4 – 10:49 – 11:24	4 – 10:49 – 11:24	4 – 10:49 – 11:24
Lunch A – 11:27 – 11:58	5 – 11:27-12:02	5 – 11:27-12:02
5– 12:01 – 12:36	Lunch 6E – 12:05 – 12:36	6 – 12:05– 12:40
6– 12:39 – 1:14	6– 12:39 – 1:14	Lunch 6L – 12:43 – 1:14
7 – 1:17 – 1:52	7 – 1:17 – 1:52	7 – 1:17 – 1:52
8– 1:55 – 2:30	8– 1:55 – 2:30	8– 1:55 – 2:30
2:33-3:15 – Period 9/After School	2:33-3:15 – Period 9/After School	2:33-3:15 – Period 9/After School

2 HOUR DELAY SCHEDULE

A LUNCH STUDENTS	B LUNCH STUDENTS	C LUNCH STUDENTS
1 – 9:55 – 10:23	1 – 9:55 – 10:23	1 – 9:55 – 10:23
2 – 10:26 – 11:54	2 – 10:26 – 11:54	2 – 10:26 – 11:54
3 – 11:57 – 11:25	3 – 11:57 – 11:25	3 – 11:57 – 11:25
4 – 11:28 - 11:56	4 – 11:28 - 11:56	4 – 11:28 - 11:56
Lunch A - 11:59 – 12:27	5 - 11:59 – 12:27	5 - 11:59 – 12:27
5 - 12:30 – 12:58	Lunch 6E – 12:30-1:58	6 - 12:30 – 12:58
6 - 1:01 – 1:29	6 - 1:01 – 1:29	Lunch 6L – 1:01-1:29
7 – 1:32 – 2:00	7 – 1:32 – 2:00	7 – 1:32 – 2:00
8 - 2:03 – 2:30	8 - 2:03 – 2:30	8 - 2:03 – 2:30
2:33-3:15 – Period 9/After School	2:33-3:15 – Period 9/After School	2:33-3:15 – Period 9/After School

PEP RALLY SCHEDULE

A LUNCH STUDENTS	B LUNCH STUDENTS	C LUNCH STUDENTS
1 – 7:55 – 8:32	1 – 7:55 – 8:32	1 – 7:55 – 8:32
2 – 8:35 – 9:12	2 – 8:35 – 9:12	2 – 8:35 – 9:12
3 – 9:15 – 9:52	3 – 9:15 – 9:52	3 – 9:15 – 9:52
4 – 9:55 – 10:32	4 – 9:55 – 10:32	4 – 9:55 – 10:32
Lunch A - 10:35 – 11:08	5 - 10:35– 11:12	5 - 10:35– 11:12
5 – 11:11 – 11:48	Lunch 6E – 11:15– 11:48	6 – 11:15 – 11:52
6 – 11:51 – 12:28	6 – 11:51 – 12:28	Lunch 6L – 11:55 – 12:28
7 – 12:31 – 1:08	7 – 12:31 – 1:08	7 – 12:31 – 1:08
8 – 1:11 – 1:48	8 – 1:11 – 1:48	8 – 1:11 – 1:48
Pep Rally – 1:48-2:30	Pep Rally – 1:48-2:30	Pep Rally – 1:48-2:30
2:33-3:15 – Period 9/After School	2:33-3:15 – Period 9/After School	2:33-3:15 – Period 9/After School

HALF DAY SCHEDULE

Period	Time
1	7:55-8:22
2	8:25-8:50
3	8:53-9:18
4	9:21-9:46
5	9:49-10:14
6	10:17-10:42
7	10:45-11:10
8	11:13-11:40

PROFESSIONAL DEVELOPMENT FRIDAY

A LUNCH STUDENTS	B LUNCH STUDENTS	C LUNCH STUDENTS
1 – 7:55 – 8:29	1 – 7:55 – 8:29	1 – 7:55 – 8:29
2 – 8:32 – 9:06	2 – 8:32 – 9:06	2 – 8:32 – 9:06
3 – 9:09 – 9:43	3 – 9:09 – 9:43	3 – 9:09 – 9:43
4 – 9:46 – 10:20	4 – 9:46 – 10:20	4 – 9:46 – 10:20
Lunch A - 10:23 – 10:55	5 - 10:23– 10:57	5 - 10:23– 10:57
5 – 10:58 – 11:32	Lunch 6E – 11:00– 11:32	6 – 11:00 – 11:34
6 – 11:35 – 12:09	6 – 11:35 – 12:09	Lunch 6L – 11:37 – 12:09
7 – 12:12 – 12:46	7 – 12:12 – 12:46	7 – 12:12 – 12:46
8 – 12:49 – 1:25	8 – 12:49 – 1:25	8 – 12:49 – 1:25

GENERAL INFORMATION

ANNOUNCEMENTS

Announcements are to be written before school and must be approved by one of the building administrators. Announcements will be read during first period each morning.

ASSEMBLIES

Periodically scheduled assembly programs are held for the student body. Students are expected to demonstrate behavior that shows respect for the performers or participants of the program and the audience.

ASSISTANCE

We encourage students to seek assistance from teachers when they are experiencing difficulty or if they have a need to make up work. They should not wait until their grade falls into the failing range before they contact a teacher. Teachers are available from 2:42-3:15 on Tuesdays, Wednesdays and Thursdays. Students should notify the teacher of their intent.

Because the instructional day does not officially end until 3:15 p.m., teachers may assign students to an after school remedial or make-up session. They are well within their rights and the realm of their professional responsibility to do so.

Where to Go:

MAIN OFFICE:	HEALTH OFFICE:	GUIDANCE OFFICE:
Locker Problems	Sick in School	Academic, Career, Behavior,
Lost and Found	Accident Report	& Personal Guidance
P.A. Announcements	Late Arrival	College Information
Student Activities	Early Dismissal	Transfers
Bus Transportation	Return From Absence	Student Records/Grades
Suspension Assignments		Working Papers
Visitor's Pass		Transcript

ATTENDANCE POLICY

GRADES 7 – 12 - ATTENDANCE PHILOSOPHY

It is the belief of the faculty and administration of LaFayette Central Junior/Senior High School that there is a direct correlation between academic success and school attendance. We feel it is the responsibility of parents and students to ensure that students attend school and classes on a regular basis. Our philosophy for attendance insists that regular class attendance and participation is needed for optimal mastery of each and every course. Also regular attendance is essential in preparation for the "real world" where promptness and responsibility are important ingredients for career success. We believe that the school and the home must work together to promote these essential values.

The attendance policy of LaFayette Junior/Senior High School is designed to not only encourage all students to attend school on a regular basis but also to encourage their diligence in making up work missed during an absence. This policy is one, which hopefully will cause students to prioritize and to be selective in choosing activities, which take them out of their classes. The teacher, regardless of the reason, legal or illegal, will record a class absence. When a student is absent a student is expected to contact the teacher(s) of the class(es) missed in order that the work can be made up as quickly as possible.

New York State Education Law requires students to be in attendance each day, except for the following legal reasons:

1. Sickness
2. Sickness or death in family
3. Medical appointment
4. Impassable roads
5. Religious observance

6. Required court appearance

Therefore, students are expected to be in school except in cases of emergency and/or for reasons listed below:

Legal Excuses - Illness
Sickness/Death in Family
Court Appearance/Road Test
Bus Tardy
Inclement Weather
Religious Observation
Medical Appointment
Educational Field Trip
College Visitation

*NYS Education Department has issued new guidelines regarding attendance. LaFayette Junior-Senior High School will implement as soon as appropriate.

Procedure for Absences

1. The parent or guardian is asked to call the school during the first morning of each absence.
2. If a phone call has not been made, a written excuse for the absence(s) is required upon the student's return. This excuse should state the date(s) of the absence(s), and be signed by the parent or guardian. In the Junior/Senior High School, this excuse is sent to the Health Office. No excuse/phone call will be regarded as an illegal absence.
3. While attempts will be made to verify absences, this may not always be possible.

If it is necessary to be excused before the end of the school day, the parent or guardian is expected to sign the student out in the Health Office.

Extra curricular activities are also impacted by absences. Please see our extra-curricular eligibility policy.

LAFAYETTE JR./SR. HIGH SCHOOL IN THE ENFORCEMENT OF THE 7-12 ATTENDANCE POLICY DOES NOT DISCRIMINATE BETWEEN LEGAL AND ILLEGAL ABSENCES.

CLASS ABSENCES

Attendance and academic success are inextricably linked. There are 20 weeks of school per semester, 40 weeks per year, comprising approximately 180 days of expected attendance. Each teacher assigns a participation grade which is severely impacted by failure to attend and may result in course failure or an incomplete grade. Incomplete grades impact co-curricular participation as well.

In order to be regarded as present for a class, a student must be in attendance for a minimum of 20 minutes.

Making Up Class Work

Whether absences are regarded as excused or unexcused, all missed school work must be completed in a timely manner. The student must meet with the respective teacher(s) to make these arrangements. Failure to meet the teacher's established deadline, commonly one day afforded for each day of absence, will result in loss of credit for the missing assignments. If the absence occurs at the end of a semester, the student will receive an "incomplete passing" or "incomplete failing" on his/her report card depending on the status of the student at that time. The same expectations for make-ups exist. (Note: An "incomplete failing" impacts co-curricular participation). **Accommodations will be made for students classified under IDEA or 504.**

Lines of Responsibility

1. It is the student's responsibility to arrange a meeting with the teacher to make up work and to complete it in a timely manner.
2. It is the teacher's responsibility to keep accurate, daily class attendance and to verbally notify each student when absenteeism becomes excessive.
3. It is the parents' responsibility to see that students attend school on a regular basis and not to schedule appointments or vacations in such a manner that a student's regular class attendance is jeopardized. Parental support in supervising a student's make-up work is desired.

In the event a student is to be absent from school in excess of 5 consecutive days due to serious illness or injury, it is the parents' responsibility to notify the building administration to arrange for make-up or homebound instruction as soon as the student is able to do so. The nature of the make-up will be left to the discretion of the building administrator who will work closely with the parent and teacher. A student absent from school in excess of 5 consecutive days for reasons other than health are not eligible for homebound instruction.

4. Students/Parents will be notified by classroom teachers when unmade-up absences become excessive. Parents are strongly encouraged to utilize MyGradeBook when questioning whether or not make-up work has been completed.

Going on Vacation while School is in Session

If a student is going to be absent from school in order to go on vacation with parents, please do not expect those specific assignments for the period missed will be made by the teacher prior to the student's leaving school for vacation. With a written notice submitted to the teacher(s) one week in advance, the teacher (s) will provide the student with an overview of the material expected to cover. It is the student's responsibility to make up specific assignments upon his/her return to school.

It needs to be noted, we do not advocate taking a student out of school in May and June when review and final exams are given. This really puts students in jeopardy of passing exams and the Regents. In the event a student misses a school exam while vacationing, the student will receive a zero for the exam. In the case of a Regents Exam, the student will receive no grade or credit for the Regents or course credit and will have to take the exam the next time it is scheduled. (August, January or June).

SENIORS AND ATTENDANCE

Attendance is a critical component of school success. However, after receiving college acceptance letters, many Seniors seem to denigrate the value of on time daily attendance. In addition, there seems to be a growing trend of pre-planned class "skip" days in between athletic seasons as well as in the weeks before graduation.

Please permit me to provide clarification; there are no sanctioned "Senior Skip Days." We expect all students to be in school on time everyday attending all scheduled classes. Unauthorized/illegal absences will result in consequences as per truancy violations. Should a substantial number of Seniors – or members of any class – be absent on a given day, failure to provide an acceptable and verifiable medical excuse will result in loss of Senior Privileges and/or In School Suspension for Subsequent two (2) days.

However, our tantamount concern is the safety of our students. Large numbers of students not in school will often congregate in one place that is unsupervised. The potential inherent dangers need not be enumerated. These unsupervised groups are at risk. A party atmosphere often results, drugs and alcohol often become involved. The consequences can be fatal.

We therefore ask for parental support. Please help us ensure the safety of your children by discussing the value of attendance right through to graduation as well as the implications associated with "skipping school" We can react after the fact, but parents can be proactive and prevent tragedies. We respect our partnership with you in keeping our child out of harm's way. Thank you.

BUS EXPECTATIONS

- The bus driver is in complete charge of the bus and its occupants at all times. Bus rules are posted in each bus and it is our expectation that each student is familiar with the rules and complies with them at all times. Failure to do so will result in disciplinary action and possible removal from bus transportation.
- Any student wishing to be transported on a bus other than the one to which they are assigned must submit a ***written*** request, signed by a parent/guardian in the Main Office immediately upon arrival at school. The request must be specific and contain a phone number for verification purposes.
- Upon arrival at school, the student is to enter the building immediately. There can be no loitering outside of the building.

CAFETERIA ETIQUETTE

We strive to maintain a cafeteria atmosphere that is clean and respectful of the cafeteria staff as well as fellow students. We understand that it is an opportunity for socializing, but ask that you remember to consider your volume, your impact on others and to pick up after oneself. Please be aware – the throwing of food or any items in the cafeteria will result immediate disciplinary action and parental contact. Staff members who supervise the cafeteria are authorized to request the removal of students who compromise the safety of the cafeteria.

CELL PHONE USE

Cell phone use by students is not allowed between 7:55 am and 2:30 pm. Students caught with a cell phone during these hours will have their cell phone confiscated. Cell phones are brought to the Main Office and if it is a first offense, students may pick up their cell phone at the end of the school day. Should a cell phone be confiscated more than once, a parent/guardian will need to come to school to retrieve their child's cell phone.

BOTTLES AND FOOD IN SCHOOL

Students are asked not to bring glass bottles/containers to school. If such bottles break, they present an obvious problem. All cans or plastic containers of are to be open only in the cafeteria area and foyer outside of the cafeteria. **There are to be no open containers of liquid in the upstairs or downstairs areas.** Drinking fountains are located throughout the building.

Water Bottle Use Stipulations:

1. Water only, no other beverage.
2. Unbreakable, clear container.
3. Caps on bottles in halls.
4. Students clean up their own spills.
5. *Teacher discretion, re: classroom use – If a teachers says No, it means No, no argument!*

In order to maintain a healthy, clean environment, all food must be consumed in the cafeteria or under adult supervision.

EMERGENCY CARD INFORMATION

It is essential that we are able to contact parents/guardians should an urgent need arise. We must therefore require current emergency information card. This will be mailed home in August and we need it returned within 2 weeks. We will give reminder notices if students do not return the card, however if the reminders are unsuccessful, **we will withhold progress reports and/or report cards, or assign after school detention until returned.**

DRIVING TO SCHOOL

Driving to school is a **PRIVILEGE,** not a right. We afford this option to responsible students who demonstrate respect for the school community and whose parents provide their consent.

By signing the driving permission slip, both students and parents accept the following conditions:

1) All vehicles must be registered in the Main Office
    a) A driver's license/permit must be provided. (We will copy and return the original.)
    b) Registration/insurance/license plate information must be provided.
2) All student vehicles must park in the **South Parking Lot Only** and display parking permits hanging on the review mirror.
3) **Driving to and from BOCES** or any off campus program or event which occurs during the school day is **prohibited.**
4) Upon arrival or when departing school, students may not linger in their cars but must immediately enter the building or exit the school grounds.
5) The parking lot is **OFF LIMITS** throughout the school day.
6) Students are expected to drive **WITH CAUTION** at all times, mindful of school buses and pedestrians. Reckless endangerment of any kind will immediately result in the revocation of driving privileges.
7) Excessive tardiness indicates a lack of student responsibility and, after fair warning, driving privileges will be suspended.
8) We reserve the right to have cars not registered with the school or driven by a student with suspended driving privileges towed from school property with the car owner/operator responsible for the cost.

FIELD TRIPS

All school-sponsored field trips are to follow these procedures:

1. Written permission must be obtained from parent (s) or guardian
2. You are to ride to and from the destination on school provided transportation
3. Reasonable conduct and dress are expected
4. Respect for chaperones is expected

FIRE DRILLS

Fire drills are required by law. Eight are required by December 1st and another four before the end of school in June. When the alarm rings, you are to leave the building quietly and calmly in accordance with the exit plan posted in each classroom. Once outside the building, you are to be at least 10 feet from the cars in the semi-circle in front of the school, and to be beyond the two rows of cars if you are exiting in the North and South Parking Lots When re-entering the building, proceed to your class within a minute's time.

HEALTH ISSUES

1. Physicals by State Ed Law are required at grades 1, 3, 7, & 10.
2. Accidents – In the event of an accident while in school, go to the nurse immediately. If pertinent, she will ask you to fill out an accident report.
3. **Physician's medications to be used in school** – If you are to receive medication during school, you must have a physician's written authorization and a written authorization from your parents. The medication is to be given to the school nurse and kept in her office for dispensation, not in your locker. ***This includes aspirin ALL non-prescription drugs.***

HOMEWORK POLICY

When assigned homework, it is expected that it will be completed within the time frame given, usually for the next class period. It is at the teacher's discretion as to whether to accept late homework and whether to decrease credit for it.

NOTE: If the course ends with a Regents Exam, the student is expected to remain in the course to prepare for the regents.

PARENT CONFERENCE

Parent conferences will be scheduled at the request of parents, teachers or students to discuss a student's academic and/or behavioral concerns. The school counselor will establish the time and notify all teachers of the conference. Where possible, the student will be encouraged to participate in the conference.

PARENT RESPONSIBILITIES

All parents are expected to teach their children respect and dignity for themselves, and other students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, or sex, which all strengthen the child's confidence and promote learning in accordance with the Dignity for All Students Act.

PASSES

Passes are issued at teacher's discretion. Pre-signed passes are necessary for access to the library, computer rooms, nurse, and lavatories. Students are not allowed transit through the halls without a valid pass. Excessive requests for passes will be investigated and pending findings, may be restricted.

PERSONAL PROPERTY AT SCHOOL

IPods, toys, games, and other items intended for your entertainment and amusement do not belong in school. Such personal property tends to interfere with your primary reason for being here and to disrupt the learning atmosphere of the school. If you bring them to school, they may be confiscated and may be returned only to your parent or guardian. Since they can interfere with instruction, studying, and communication, walkmans, CD players, pagers, cell phones, camera phones, video phones, smart phones, IPad's and IPod's should not be used in classes, study halls, or hallways during the school day. **Cell phones have become increasingly problematic as they may be disruptive, used to bully, intimidate or harass or cheat and may be stolen.** They must be stored in lockers for safekeeping upon your arrival at school.

Personal property of great value (expensive jewelry, large sums of money, family heirlooms, cell phones, IPODS, computers, and so forth) generally should not be brought to school. There is no way in which the school can guarantee their protection from loss, theft, or breakage. ***The school is not responsible for lost or stolen property.***

REPORTING VIOLATIONS

Students who have been subjected to discrimination or harassment, parents whose children have been subjected to such behavior, or other students or staff who observe such behavior, are encouraged and expected to make verbal and/or written complaints to the appropriate and/or designated school personnel in accordance with the training and guidelines provided and the relevant provisions of the district's or BOCES code of conduct, or in the case of a charter school, its disciplinary rules and procedures, or if applicable, in its code of conduct. At all times, complaints will be documented, tracked and handled in accordance with procedures accompanying this policy and the district's code of conduct, its disciplinary rules and procedures, or if applicable, in its code of conduct. If a staff person is unsure of the reporting procedure, he or she is expected to inquire about how to proceed by speaking with his or her supervisor.

There shall be a duty for all school personnel to report incidents of student-to-student and/or staff-to-student discrimination, harassment and bullying that they observe on school property or at school functions to their building principal or other administrator who supervises their employment. In addition, there shall be a further duty for all school personnel to report any incidents of student-to-student and/or staff-to-student discrimination, harassment and bullying of which they are made ware by students, staff, or persons in parental relation to their building principals or other administrator who supervises their employment. Supervisors may choose to refer the information to appropriate staff, which may include, among others, the DAC, for investigation as designated in the policy and/or code of conduct, or in the case of a charter school, its disciplinary rules and procedures, or if applicable, in its code of conduct.

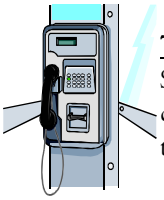
The results of any such investigation shall be reported to both the targeted student and the alleged offender, as well as their respective parents or guardians, in accordance with the policy and/or the district's code of conduct, its disciplinary rules and procedures, or, if applicable, in its code of conduct. Local policies should be followed regarding communicating the results of the investigation. If party and/or their respective parents or guardians disagrees with the results of the investigation, that party should be advised of any local policies regarding how to proceed in such instances.

SCHOOL CLOSINGS

In the event that emergencies, such as winter storms, make it necessary to close the school, announcements to this effect will be made over local radio stations WSYR and WHEN and the three TV stations - 3, 5, 9 and 10.

STUDY HALL EXPECTATIONS

Students are expected to be on time with an adequate amount of work for the duration of study halls. Locker/bathroom requests should be minimal to ensure optimal work time. Games (including card playing), IPod's, IPads, MP3 players, cell phones, tape recorders and sleeping will not be permitted. Study Halls may be used by students to see teachers, counselors, the nurse, to use the computers, or the Library Resource Center. STUDENTS SHOULD HAVE A PRE-SIGNED PASS FROM THE APPROPRIATE STAFF MEMBER IN ORDER TO BE RELEASED FROM THE STUDY HALL. Study Hall supervisors may check on students to ensure that they have arrived at their destination in a timely manner.



TELEPHONE

Since cell phone use by students is not allowed between 7:55 am and 2:30 pm, if there is an emergency, please contact the school directly at 677-3131, 677-3132, or 677-3133. Messages for students will not be delivered until the end of the school day (student will be paged via intercom) unless it is an emergency.

TEXTBOOKS/SCHOOL EQUIPMENT

Students are responsible for all books, calculators and other equipment assigned to them. Textbooks are to be covered and protected. If the bindings are broken, the book written in, partially damaged, or lost, you will be required to pay for the book's damage or replacement. A check is to be made out to the school for the amount and

given to the teacher or Main Office. Report cards may be held at mid-year and end of the year if monetary obligations are not met.

VISITORS TO THE SCHOOLS

We welcome parents and community members to visit our buildings. Our expectation is that all visitors are mindful of our schools as places of learning and that the policies and procedures for each building are respected. Administrators are responsible for all visitors and the following expectations apply:

1) A visitor is anyone who is not a student or regular staff member
2) Visitors must report to the main office upon arrival, register, and display nametags when requested. These identification tags must be worn for duration of the visit.
3) Classroom visitations require advance notification to minimize class disruption. Teachers will be unable to engage in individual discussion during class time.
4) Unauthorized visitors will be reported to administration and will be asked to leave. Law enforcement may be notified, if necessary.

All visitors must abide by the rules for public conduct contained in the Code of Conduct.

VISITS BY PARENTS

Parents are always welcome at school. If you would like to visit a classroom, we ask that you contact the teacher **at least 24 hours in advance and please stop and sign in at the Main Office upon arrival.** We encourage parents to attend Open House and all extra-curricular events in which their son/daughter participates. We also encourage parents to become active in the Parents Group. Please check the school District events' calendar for meeting dates and times.

VISITS BY STUDENTS

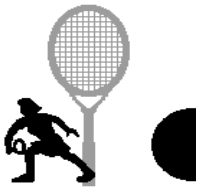
No student visitors will be allowed during the school day unless approved by administration for educational purposes such as student exchange programs, a student moving to the District, etc. Even these arrangements are to be made at least two days prior to the scheduled visitation. Alumni are welcome to visit after the normal school day hours of scheduled classes, with at least 24 hours notice.

INTERSCHOLASTIC SPORTS



MEN'S
Football
Tennis
Cross-Country
Basketball
Wrestling
Lacrosse
Baseball

WOMEN'S
Cheerleading
Soccer
Cross-Country
Volleyball
Softball
Tennis
Basketball
Lacrosse



Students who represent LaFayette in extracurricular/athletic activities are the school's and community's ambassadors. Their behavior and performance are reflected both in LaFayette and other communities. We are proud of our students' performance in representing our school and community.

LaFayette Junior-Senior High School Clubs and Activities

- ✓ **Class Cabinets**: Students elected by their class serve in many different capacities throughout the year.

- ✓ **The Eckerd Drug Quiz Show Team** is open to students in Grades 7 & 8. The Eckerd Drug Quiz Show strives to heighten school/home/community substance abuse awareness by providing middle school students with the opportunity to have fun while gaining the knowledge, skills, and self-confidence needed to make safe, healthy, real-life choices, including those regarding the use of tobacco, alcohol, and other drugs. Meeting time will be determined each school year.

- ✓ **Jazz Ensemble and Pit Orchestra**: Students must be an active member of the Jr/Sr High Instrumental Music program. Students will be invited to be a member of the Jazz Ensemble if they meet the requirements of the standard instrumentation of a Jazz Ensemble. The selection and invitation to students will be at the discretion of the Jazz Ensemble director. All students must meet the eligibility requirements established by the Instrumental Music Director as well as the Academic Eligibility requirements established by the school. The above criterion is also true for selection to be a member of the Pit Orchestra for the Drama Production.

- ✓ **Jr. High Book Club** is open to grades 7 through 9. We read books from a variety of genres and meet to discuss them. Students book talk their choices at each meeting. Students choose titles/genres to read with my input. Meetings are generally every other week, but the schedule varies depending on students' needs and activities.

- ✓ **Jr. High Math League** is open to 7th and 8th graders only. Students need not be accelerated, just love to solve untraditional math problems. We meet weekly to practice and have 3 meets after school, competing against other schools in Onondaga County.
  Students can participate in a sport and be on the math team

- ✓ **Junior High Science Olympiad** is open to 15 students in Grades 7-9. Students participate and compete in a number of events related to science and technology. Some events test knowledge while others involve construction. Information on joining will be announced in September. The competition is in February. Meetings will be held in between.

- ✓ **Mock Trial** Team is open for students in grades 9-12. Each year the participating schools are given a court case. The team must thoroughly study and learn the facts of the case, study and learn the associated law, and be able to present both the prosecution and defense sides of the case. The schools compete against each other in a very rigorous tournament that starts in February and ends in April or May, depending on how far the team advances. Practice begins in December and lasts for the duration of the season. There is usually practice everyday after school.

- ✓ The **Musical** is on the 3rd Friday and Saturday of March. Auditions are held on the Monday and Tuesday of November before Thanksgiving recess. All Jr. Sr. High school students are encouraged to audition.

- ✓ **National Junior Honor Society** is for grades 7,8,9. Students with cumulative grade point averages of 85 or higher are eligible to apply for membership. Selection is based on scholarship, citizenship, character, service, and leadership. Our activities consist of college visits, community service activities, fundraising for community service/scholarships, teacher

appreciation luncheon, and buddy program for incoming seventh graders. Meetings are held once per month, on Monday afternoons after school. Inductions will be held twice per year--once in the fall and once in the spring.

- ✓ **National Senior High Honor Society** is for grades 11 and 12. Students with cumulative grade point averages of 85 or higher are eligible to apply for membership. Selection is based on scholarship, citizenship, character, service, and leadership. Activities are planned each year. We hold an annual Blood Drive for the American Red Cross and students participate in the Walk for Breast Cancer.

- ✓ **Outdoor Education Club/ECOS** is open to grades 7-12. We participate in hands-on projects, archery, have guest speakers (outdoor careers), and field trips. Meetings on Tuesday/Thursday afternoons, and occasional Saturday meetings(Earth Day, game dinners, hunter safety)

- ✓ **Sr. High Book Club** is open to grades 10 - 12. Students continue reading from different genres. Titles/genres depend on students' interests. We tend to read from a very wide variety of topics ranging from classics to political humor. Sr. High students have very busy schedules so we meet irregularly and try for once a month.

- ✓ **Senior High Math League** is for any student in grades 9 to 12. We have four meets in the regular season on the first Tuesdays of October, November, December and January. Fabius-Pompey and East Syracuse are in our division and we compete against them during these four meets. In February, there is the all county math meet with all the county's high schools. All students are eligible to participate. The major requirement is that they be willing to try their hand at math problems. If they score in the top thirty in the county, they are invited to join Team Onondaga to compete at the state level some time in March.

- ✓ **Senior High Science Olympiad** is open to 9th through 12th graders in good academic standing. Event takes place in February, preparation starts in November. Our school competes with other schools in a variety of science related activities.

- ✓ **Spanish Club**: All Spanish students are welcome to join. As a member of this club, you will dance, participate in the Day of the Dead activities, have a carnival, have a piñata, and participate in the Cultural Fair. The Spanish Club meets after school.

- ✓ **Student Council** is open to all students in grades 7-12. We are a group that plans activities for our students, staff, and community. We perform community service acts as well as raise money for charities. Student Council promotes school spirit as well as fosters the leadership of our student body. We welcome all students to join at any time of the year.

- ✓ **Teen Institute** is open for students in grades 9-12. Teen Institute holds a prevention conference each fall that focuses on leadership development, while enhancing self-esteem and group interaction skills. The main focus of the retreat is alcohol and other drug prevention. Students that attend Teen Institute then return to their school community with an action plan that focuses on alcohol and drug prevention. Meeting time will be determined at the beginning of each school year.

- ✓ **Yearbook** is open for all students in grades 7-12. Students interested and participate in Photography and design layout on the computer. Our fund raising is selling Carmel Apples at Apple Fest, soliciting ads from businesses and community. We utilize the skills and interests of students. We decide in September a meeting time that is convenient for the majority

- ✓ **Youth Construction Initiative Program (Y.C.I.P.)** is a two year program for eligible juniors and seniors. The program can enroll 25-30 students each year. The goal of the program is to prepare students of color, women and low income high school students with job skills in the construction trades. Students are exposed to career possibilities, job preparation, as well as life skill workshops. Students are exposed to computer technology and safety and first aid training. Students attend field trips to agricultural and technical colleges. Students will also be given opportunities for work and apprenticeship training.

Co-Curricular Code of Conduct

Developing a co-curricular code of conduct, such as with any code of conduct, must pre-suppose an intrinsic code of honor. Because participation in co-curricular activities is a privilege, not a right, we have an expectation that a code of honor is inherent in all clubs, on all teams, in any activity. The following Co-Curricular Code of Conduct relies on honorable behavior at all times, in all places, with all people. Anything less will result in the loss of the privilege to participate in a co-curricular activity.

Policy

Since participation in Co-Curricular activities is a privilege and students are representatives of the LaFayette School District, student members are held to higher behavioral expectations. These expectations are in effect 24 hours a day, 7 days a week. All students must adhere to the Co-Curricular Code of Conduct beginning the first day of school or the first day of participation if the activity begins prior to the start of the school year. Students are not allowed to participate until all appropriate paperwork is completed and turned in to the respective coach/advisor of the group.

Penalty for breaking the Co-Curricular Code of Conduct

First violation:

Student found in violation of the Co-Curricular Code of Conduct will be immediately removed from participation in all co-curricular activities they are participating in at the current time. The removal will last 10 weeks from the time of the dismissal. At the midpoint of the suspension the student will have the option to petition the review committee to possibly have the suspension lessened.

Second violation (within the same academic year):

Students found in violation of the Co-Curricular Code of Conduct will be immediately removed from participation in all Co-Curricular activities for 6 months from the time of the incident with no opportunity for review.

"Honesty is the best policy. If I lose my honor, I lose myself." Shakespeare

Behavioral Expectations

Infractions that will result in administration of the aforementioned penalty include, but are not limited to:
Class I & II Infractions as per LaFayette Junior-Senior High School Code of Conduct

- Possession of a dangerous weapon
- Possession/distribution/consumption or facilitation of use of drugs or alcohol
- Assault
- Arson
- Bomb Threats
- Theft
- Cybercrime

Review committee

The review committee will consist of:
1 Teacher/Advisor
1 Administrator
1 Athletic Director
1 Teacher/Coach
1 Guidance counselor

Option

At the time of the review, student may be accompanied by a parent, guardian or other chosen advocate.

PUPIL PERSONNEL SERVICES

Grading

The grading system is numerical with 65 as the minimum-passing grade for a course or test.

At the beginning of the school year, within the first week of school, all teachers will distribute to students their classroom expectations and grading criteria. Each teacher's grading criteria may vary somewhat with respect to how he/she determines a student's quarterly grades i.e. the weighting of tests, homework, and class participation. It is the student's responsibility to make sure he/she has a clear understanding of each teacher's policy. A student's final grade is an average of the final exam and his/her four-quarter grades. Passing a Regents exam does not result in course credit. A student must have a passing average in the course to receive credit.

10-week average	85	
20-week average	80	
30-week average	90	445 pts. ÷ 5 = 89 overall average for course
40-week average	95	
+ final exam grade	95	
	445 pts.	

Honor Roll

An Honor Roll will be published at the end of each ten-week grading period. A student who has an overall grade average of 84.50-92.49 qualifies for the Honor Roll. An overall grade average of 92.50-100 qualifies for the High Honor Roll. A grade of **less than 70** in any course disqualifies the student for either Honor Roll.

Merit Roll

Students who raise their average by ten or more points in two or more subjects during a marking period will have their names placed on the Merit Roll, providing that they are not deficient in any subject and have no incompletes. The Merit Roll will be published at the 20, 30 and 40 week marking periods.

NATIONAL HONOR SOCIETY

The Senior High National Honor Society is an organization for students in grades 11 and 12. Admission to the society is based on the following criteria: service, character, leadership, and citizenship. In order to qualify for consideration, a student must have an academic average of 88. Throughout the school year the membership, under the direction of the faculty advisor, provides a variety of services to the school and community, the most notable being sponsorship of the Red Cross Blood Drive. Students are encouraged to consult the membership requirements posted in October.

Membership in the Society is one of the highest forms of recognition available for high school students. We encourage all students to work toward membership qualification.

National Honor Society Selection Criteria

1. The minimum GPA will increase from 85% to 88%.
2. An essay will be required as part of the application process.
3. Teachers will be provided with access to student applications enabling them to better assess applicants with regard to service and leadership.

- All students will be notified through the district newsletter of the application procedure (it is also published in the Student/Parent Handbook).
- Cumulative grade point averages for all 11th and 12th grade students are calculated. Eligible students must have an average of 88% (85% for students entering 11th grade in 2009 only) or above with no quarter or final grade lower than a 70 during the previous year, and no loss of course credit due to non-compliance with the attendance policy.
- Applications are mailed to all eligible students. Students who do not receive an application, but wish to be considered must see the chapter advisor (Dr. Michelle Storie).
- Each eligible and interested student must return the student activity information form by the stated deadline. Late applications will not be accepted. This form documents the students co-curricular activities,

leadership positions, community involvement awards and work experience. An essay is required as part of the application process. Applications will not be considered without a written essay.

- Every faculty member is given written criteria and asked to assess each candidate on the qualities of character and leadership, using a rating scale of 1-5. Faculty will be provided with access to student applications.
- A confidential faculty council, consisting of 5 volunteers is chosen. The members of this council are given copies of the student's activity information forms in order to rate the students on the quality of service.
- All rating forms are then tallied by the advisors and the results are given to the faculty council. The council meets to discuss each candidate's credentials. After due consideration, the council votes on each candidate. A simple majority qualifies a student for membership.
- Candidates are then notified by mail as to whether their application has been accepted or rejected for the current school year. Those students who are not selected for admission are encouraged to apply again for the following school year.

NATIONAL JUNIOR HONOR SOCIETY

The National Junior Honor Society is sponsored by the National Association of Secondary School Principals. It is a nationally recognized program for Junior High School students.

Students are chosen for membership in the National Junior Honor Society on the basis of scholarship, leadership, and character. All students have a fair and equal opportunity to be considered for membership. The selection process must be fair and non-discriminatory. The LaFayette chapter uses the following selection process:

- All students will be notified by letter of the application procedure.
- Cumulative grade point averages for all seventh and eighth grade students are calculated. Eligible students must have an average of 85 or above with no quarter or final grade lower than a 70 during the previous year, and no loss of credit due to attendance problems.
- Applications will be hand delivered to all-eligible students. A letter will be sent home to parents.
- Each eligible and interested student must return the application by the stated deadline. Late applications will not be accepted.
- Each student will deliver a recommendation form to three current or past teachers. The entire Junior High faculty *may* be asked for assessment of the student, using a 1-5 point scale.
- A confidential faculty council, consisting of five volunteers, is chosen. The members of this council are given copies of the student's activity information, applications, and teacher recommendations in order to rate the students on the qualities of service, leadership and character.
- All rating forms are tallied by the advisor(s) and given to the faculty council. The council meets to discuss each candidate's credentials. After due consideration, the council votes on each candidate. A simple majority qualifies the student membership.
- Candidates and parents are notified as to whether the application was accepted or rejected for the current semester. Those students not selected for admission are encouraged to apply again the following semester.

GUIDANCE DEPARTMENT

School Counselors are available to provide the following services:

- Individual Counseling: Personal, Academic, Career, and Social.
- Small Group Counseling: School Success, Conflict Resolution, and Stress Management, coping with Grief and Loss
- College Planning, Career Education and Exploration.
- Consultation with Parents, Teachers, and Administration.
- Referral Services to outside agencies.

The goals of the counseling department include advocating for all students, assisting them to develop decision-making skills, and encouraging combined efforts between community, family and school to help students achieve maximum academic excellence. Please contact Mr. William O'Leary, Mrs. Kristeen Cool or Mrs. Sherri Hopper for advisement.

Counselor Assignments:

- Director of Guidance/School Counselor Grades 10-12 – Mr. William O'Leary
- School Counselor Grade 7-9 – Mrs. Kristeen Cool
- Native American Liaison/School Counselor Grades 9-12 – Mrs. Sherri Hopper

GENERAL ACADEMIC INFORMATION

The NYS diploma types for the graduating class of 2012 are:

Regents diploma
Regents diploma with honors
Regents diploma with an advanced designation
Regents diploma with an advanced designation with honors
Local diploma
IEP diploma

Please discuss diploma options with your school counselor to determine which diploma type is best for you.

Student Load:

Students are required to carry the equivalent of (6) units of credit. Students are encouraged to take more than the minimum load.

Report Cards:

Report cards are sent home four (4) times a year. Grades are also available online via MyGradeBook at any time (see p. 38)

Progress Reports:

Progress reports are mailed at the end of each 5 week marking period. Special progress reports are mailed at any time throughout the year, whenever they appear to be needed.

Grading System:

	Letter Equivalent	
90 - 100	A	Excellent Progress
80 - 89	B	Good Progress
70 - 79	C	Satisfactory Progress
65 – 69	D	Minimum Progress
Below 65	F	Unsatisfactory

Procedures for determining final grade for a course:
The grade for each marking period (4) is averaged with the final exam.

Full-year courses: 4 marking periods + final exam ÷ 5 = final grade
Half-year courses: 2 marking periods + final exam ÷ 3 = final grade

Graduation Requirements

NYS Regents Examinations – Minimum passing score of 65% required
Honors Diploma may be achieved by scoring an average of 90% on all required regents exams for diploma type

Regents w/Advanced Designation
English – ELA
Global History
U.S. History
Mathematics (3)
Sciences (2)
  Living Environment
  Physical Setting
LOTE – (Language Other Than English)

Regents Diploma
English – ELA
Global History
U.S. History
Mathematics (1)
Science (1)

Minimum Course and Credit Requirements

	Regents w/Advanced Designation	Regents Diploma
English	4	4
Social Studies	4	4
Mathematics	3	3
Science	3	3
Art/Music/OCC Ed	1	1
Health	0.5	0.5
LOTE	3*	1
Physical Education	2	2
Electives	1.5	3.5
TOTAL	22	22

* Students may substitute five credits in Occupational Education, Art or Music classes under certain circumstances to waive LOTE; however, continuing with a Language Other Than English is strongly recommended for college bound students.

Note: In individual cases, local diploma may be available

Classification

Class status and promotion to the next grade level will be determined solely by the earning of a prescribed number of credits during the course of each academic year. Additionally, a student must earn one (1) unit of English and one (1) unit of Social Studies as a part of the total credits earned each year.

Class status and promotion will be based on the achievement of the following number of credits in each grade level:

Grade 10	-	5 credits
Grade 11	-	11 credits
Grade 12	-	16 credits

Exceptions to this policy must be administratively approved. Seniors must go through an appeal process with the Principal and the Superintendent of Schools to make changes to their course load.

Online Courses

LaFayette offers **NovaNet**, a comprehensive, online curriculum for high school students used at LaFayette Central Schools for credit recovery. The courses will be available for full time students at risk for a delay in graduation due to course failure, credit shortage, and/or health related issues. A selection criteria will be in place and students must apply and receive administrative and Guidance approval to enroll. Progress will be monitored and reported to Guidance.

Independent Study and Acceleration

Students may be given permission to pursue an independent study program only in the following cases:

1. A scheduling conflict prevents a student from taking a necessary subject.
2. A student accelerates his or her high school program either because of unusual academic promise or for other reasons deemed appropriate by the Principal and the Director of Guidance.

In every case the following procedure will be observed:

1. The student will submit a written request signed by a parent or guardian.
2. The guidance staff and the administration will review the request. The Director of Guidance will consult with the appropriate faculty members and reach a decision regarding the request. (Depending on circumstances, a conference may be called involving parent, teacher & guidance).
3. If the request is approved, a learning contract will be drawn up between the student and the appropriate faculty member. The contract will cover student responsibilities, grading procedures, student/teacher meeting times, etc.

Accelerated students also may be given permission to double-up in a major subject area. The Student who plans on accelerating in this way must have parental permission and the approval of Guidance and Administration.

Challenging Credit:
Any student who wishes to challenge credit for a class must see the building principal or guidance counselor for procedures to earn such credit prior to enrolling in the course. For a full year class, this process must be done by June 1st of the previous year.

Cumulative Grade Point Average (GPA) and Class Rank

1. Final weighted GPA will be completed at the end of seventh semester of Senior year. Weighting for all college-level courses will be done (even if course is not completed). This final GPA will determine Valedictorian and Salutatorian.
2. Teachers will include weighted grades on report cards for individual college-level courses.
3. All courses which offer college credit (AP, SUPA, PLTW, ESF, OCC) are weighted 1.08%. Any course taken on-site at a college is considered weighted by the college. Beginning with the 2010-2011 school year, all honors classes will be weighted 1.02%
4. Students in an ability-graded program shall not be included in the class ranking profile (this includes Big Picture students).

Parent Monitoring of Student Progress

Throughout the year, there are many ways of monitoring student progress as a parent. The progressive steps parents can take are:

1. Ask your student to share his/her achievement with you, by monitoring the homework they are doing and asking to see finished work
2. Check out the LaFayette Schools website at www.lafayetteschools.org for a direct link to teachers, counselors, and administrators. If you do not have access to email, call the high school at 677-3131 to leave a message for the teacher
3. Teachers use **MyGradeBook** for recording grades. Parents and students have direct access to their assignments by using the password provided to the student. **Please ask your child for their password**. Please see a link on the High School website for directions on accessing your child's grades via www.mygradebook.com.

SCHEDULE CHANGE POLICY

Schedule changes are permitted only during the first 10 days of school. Schedule changes are permitted in the event of computer error, incorrect course level, and course omission – drop S.H./add course, passing course in summer school, or program change within a subject area. All schedule changes after the second week must have the written approval by the building administration.

REGULATIONS FOR SCHEDULE CHANGES

1. **Students will be not allowed to drop a course after schedules have been finalized in August.** The master schedule is created by course selection done in the spring. It is altered to reflect June failures, administrative changes and late course changes. Students who wish to add a course due to a scheduling conflict may do so with teacher permission.

2. At the beginning of the school year requests for changes will be considered for the following reasons **only:**
   a. Attendance at a Summer School program has altered the student's academic program.
   b. Teacher recommendation concerning the student's placement in a particular course has changed. Written parental approval will be required.
   c. Parent request. A parent/teacher conference is required. No program change (Advanced Regents with Designation to Regents) will be made without a parent conference.

3. During the first marking period request for changes will be considered for the following reasons **only.**
   a. Academic performance indicates that the student has been misplaced. Written approval from the teacher and the parent will be necessary **before** Guidance affects the change.
   b. Parent requests the change for social-personal reasons. Parent will be requested to meet the teacher and guidance counselor prior to effective change. No change is final until student and teacher receive notification in writing.

c. Guidance needs to give written notification of the drop/add to teacher (s). Teachers must sign off on this along with the guidance counselor, student and parent(s).

Before a change is made, students should keep in mind that each individual is required to carry a minimum of (6) credits per year.

ALL SCHEDULE CHANGES AFTER THE SECOND WEEK MUST HAVE THE WRITTEN APPROVAL BY THE BUILDING ADMINISTRATION.

SUMMER SCHOOL

Senior High - Summer School Policy

Students failing English, Math, Science or Social Studies are strongly encouraged to attend summer school. To be eligible for Summer School, you must remain in the course through its completion, to year's end or to the end of the semester. Realize that if you fail multiple courses, this may prevent you from graduating as planned with your existing graduating class; it may require an additional semester or year to complete graduation requirements.

ACADEMIC INTEGRITY / CHEATING / PLAGIARISM POLICY

This is a District-wide policy to which every student in every subject will be held accountable.

Academic integrity is essential for authentic learning. Not only will the student develop a good work ethic, but also the student will become a confident life-long learner.

DEFINITION OF CHEATING:
Webster's Collegiate Dictionary defines cheating as violating the rules dishonestly or practicing fraud or trickery.

Some examples of academic honesty include borrowing a friend's note to study from, explaining to another student how to do example Math problems.

Academically, some specific examples of cheating include but are not limited to: bringing a cheat sheet to a test; getting answers to a test ahead of time from other students; having someone else (peers, siblings, parents) do the homework, assignment or project (this is often referred to as "helping"); and/or turning in an older sibling's work as one's own.

DEFINIITION OF PLAGIARISM:
Plagiarism is defined by *Webster's* as stealing or passing of the ideas, words or images of another as one's own; using a created production without crediting the source; committing literary theft; and/or presenting as new and original an idea or product derived from an existing source.

Examples of academic integrity include using quotations in a research project and citing the sources, using a previously created image as the basis for an art project and citing the source.

Some specific examples of plagiarism include but are not limited to: copying information, ideas, or images from books, encyclopedias, web sites, etc., and not indicating the source, buying a paper/essay off the internet, paying someone to do the work for you, inventing sources or page number references.

Students may be asked to turn in assignments both as a hard copy and on a computer disc in order to facilitate checking for plagiarism.

Students will be asked to sign a statement acknowledging their understanding of cheating and/or plagiarism and the consequences if they are caught.

Students will suffer the consequences of cheating regardless of the amount of plagiarism in the piece. In other words, whether the whole assignment or only part of it includes copying, the consequences will be the same.

CONSEQUENCES:
Grade 7 – Zero credit for the original assignment. Students could re-do the assignment or be given an alternative assignment, at the discretion of the teacher. Only a maximum of 75% credit will be allowed for the second assignment. Written documentation (referral) will be recorded by the teacher.

Grade 8 – Zero credit for the original assignment. Students could re-do the assignment or be given an alternative assignment, at the discretion of the teacher. Only a maximum of 50% credit will be allowed for the second assignment. Written documentation (referral) will be recorded by the teacher.

Grades 9-12 – Zero credit for the assignment, no make up. Written documentation (referral) of the incident.

Should a student be caught cheating/plagiarizing on more than one occasion, a parent-teacher-administrator meeting will be held.

CODE OF CONDUCT

This Code of Conduct is responsive to NYS Project S.A.V.E. (Safe Schools Against Violence in Education), Education Law 280, Section 100.2 effective July 1, 2001 and the D.A.S.A. (The Dignity for All Students Act). Parents/Guardians are essential partners in our endeavor to maintain a safe and orderly environment where all children can learn.

We will collaborate with you to ensure our mutual responsibility for a safe and productive school year. We are all accountable. We will communicate our concerns to problem solve together. We will exhibit flexibility and adaptability when necessary. We will strive for cross-cultural understanding to enhance an atmosphere of respect. We will use our critical thinking skills to evaluate and respond to issues which may be divisive. We will be creative and innovative to address any obstacles which stand in the way of our ability to be successful students.

The Disciplinary Policy is a guide for disposition of standard discipline cases and indicates what can be expected when a student breaks a rule. Discipline cases with extenuating circumstances will be subject to administrative discretion. Recurring offenses by an individual may be subject to an increased level of discipline with the expectation of parental/guardian involvement for effective resolution.

Disciplinary Procedures

Note: ASD After School Detention (2:45-3:15 for 1st offense/2:30-5:20 for 2nd offense and beyond)
SAT Saturday Detention
ISS In School Suspension
OSS Out of School Suspension

Definition of Terms

A. Detention – Detaining a student after school hours

1. After School Detention – Time frame determined by schedule and staffing. Student will be detained after school hours with an expectation that the student will work on school assignments. Bus transportation will be available

2. Saturday Detention – Requiring student to serve a detention on a non-school day. No transportation to or from the school will be provided.

Criteria for Saturday Detention

- ✓ Saturday Detention may be offered/assigned as an alternative to an In School Suspension, if a student has failed to attend or is unable to attend an assigned After School Detention
- ✓ Saturday Detention may be offered/assigned if an In School Suspension does not effectively address recurring inappropriate behavior
- ✓ Saturday Detention may be offered/assigned at parent/guardian's request for an alternative to In School Suspension
- ✓ Once assigned, failure to attend a Saturday Detention will result in an automatic In School Suspension for the subsequent school day and no alternative consequence will be available

Conditions for Saturday Detention

1. Hours 8:30 am – 12:00 pm. If student is on time, he/she will be released at 11:30 am. If student arrives after 8:45 am, Saturday Detention will be denied and In School Suspension will be assigned.
2. Student must adhere to Saturday Detention guidelines which include, but are not limited to, silence, academic productivity, respect and cooperation. There will be no eating, sleeping, or talking in Saturday Detention. Failure to meet these expectations will result in automatic termination of Saturday Detention and In School Suspension will be assigned.

B. Discrimination – The unjust or prejudicial treatment of different categories of people or things based on a person's actual or perceived race, age, sexual orientation, , color creed, national origin, ethnic group, religion, religious practice, sex, sexual orientation, gender or gender identity, marital or veteran status, use of a recognized guide dog, hearing dog, or service dog, or a disability as a basis for treating another in a negative manner on school property or at a school function.

C. In School Suspension – (ISS) – Removing a student from his/her normal class schedule and placing him/her in an alternate location with supervision. Class work will be requested from his/her teachers with the expectation that the work will be completed during this time frame. ISS is generally assigned as one full day, but may be modified.

D. Out of School Suspension – (OSS) – Administration may exercise the authority to remove a student from school for up to 5 days. At the time of the suspension, parental/guardian notification is required and all attempts will be made to contact the parent/guardian by phone. Written notification will also be provided prior to suspension. During suspension, a student is entitled to 2 hours per day of tutoring to be arranged through Guidance. **You and your son/daughter have the right to an informal conference with administration at which time he/she may give his/her version of events, and, upon request, you may question complaining witnesses. Please call the school if you wish to schedule a conference.** During the course of this suspension, students are not permitted to attend any school functions, enter any school buildings or come on to any school property. A violation of this requirement may result in prosecution for trespassing and further school discipline.

E. Suspension from Transportation – If a student does not conduct him/herself properly on a bus, the bus driver is expected to bring such misconduct to the building principal's attention. Students who become a serious disciplinary problem may have their riding privileges suspended by the building principal or superintendent. In such cases, the student's parent will become responsible for seeing that his or her child gets to and from school safely. A student subjected to a suspension from transportation is not entitled to a full hearing pursuant to Education Law 3214. However, the student and the student's parent will be provided with a reasonable opportunity for an informal conference with the building principal, and all parties involved, to discuss the conduct and the penalty involved if applicable.

F. Suspension from Athletic Participation, Extra-Curricular Activities and Other Privileges – A student subjected to a suspension from athletic participation, extra-curricular activities or other privileges is not entitled to a full hearing pursuant to Education Law 3214. However, the student and the student's parent will be provided with a reasonable opportunity for an informal conference with the district official imposing the suspension to discuss the conduct and the penalty involved.

G. Teacher Removal of a Disruptive Student – A student who, despite previous intervention strategies, has failed to comply with classroom expectations and interferes with classroom instruction and/or learning. Grounds for removal include but are not limited to the following;

1. Refusal to comply with teacher's direction
2. Excessive arguing with teacher
3. Consistent talking
4. Poses a danger e.g. physical and/or verbal behavior which in any way threatens staff or students.

Students will be removed for a minimum of three class periods (maximum of 5) from that class only. The student will be permitted to attend all other classes. For the duration of the removal, the following conditions apply;

If the student poses an immediate danger, the teacher will

1. Remove the student, explain the reason and allow an opportunity for the student to be heard within 24 hours or next school day.
2. Supply class work for the student.
3. Inform the principal of reasons for removal and demonstrate previous intervention strategies applied.

If the student does not pose an immediate danger, the teacher will

1. Before removing, explain basis for removal and allow student to informally present his/her version of relevant events
2. Inform principal of reasons for removal

Principal's responsibilities triggered by teacher removal are

1. Notification of the parents within 24 hours of the reasons for the removal
2. On request, student/parent must be given an opportunity to discuss reasons with principal. Teacher will be asked to attend for clarification.
3. If student denies the charges, student/parent must be given explanation of basis for removal and an opportunity to present his/her version. This should take place within 24 hours of removal.
4. Principal must decide, by the close of business on the day following the opportunity to be heard by the principal, whether or not the discipline will be set aside. Principal may only set aside discipline if:
   - The charges against the student are not supported by substantial evidence
   - The student's removal is in violation of the law
   - The conduct warrants suspension and the suspension will be imposed.

There will be a minimum one-day suspension period for students who are removed from the classroom by the teacher more than four times in a semester. The District may reduce the suspension period on a case by case basis consistent with law.

H. Chronic Offenders - If consequences are deemed ineffective after numerous attempts to modify behavior which interrupts the educational process, an informal meeting with the principal will occur. Parents/guardians will be contacted to take the student home for the remainder of the day. A conference will be arranged. Parental involvement will be mandated as a key component to rectify misbehavior.

I. Disruptive Student – An elementary or secondary student under the age of 21 who is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom.

J. School Property – In or within any building, structure, athletic playing area, playground, parking lot or land contained within the real property boundary line on a public elementary or secondary school, or in/on a school bus as defined in Section 142 of the NYS Vehicle and Traffic Laws.

K. School Function – Any school sponsored extra-curricular, co-curricular or other event or activity.

L. Violent Student – A student under the age of 21 who:

~ Commits an act of violence upon a school employee, or attempts to do so.
~ Commits, while on school property or at a school function, an act of violence upon another student or any other person lawfully on school property or at a school function, or attempts to do so.
~ Possesses, while on school property or at a school function, a weapon.
~ Displays, while on school property or at a school function, what appears to be a weapon.
~ Threatens, while on school property or at a school function, to use a weapon.
~ Knowingly and intentionally damages or destroys the personal property of any school employee or any person lawfully on school property or at a school function.
~ Knowingly and intentionally damages or destroys school property.

M. Weapon – A firearm as defined in the Gun-Free Schools Act (18 USC Section 921) as well as any other gun, BB gun, pistol, revolver, shotgun, rifle, machine gun, disguised gun, dagger, dirk, razor, stiletto, switchblade knife, gravity knife, brass knuckles, sling shot, metal knuckle knife, box cutter, cane sword, electronic dart gun, Kung Fu star, electronic stun gun, pepper spray or other noxious spray, explosive or incendiary bomb, or other device, instrument, material or substance that can cause physical injury or death when used for such purposes.

N. Bullying - School bullying can be described as a situation in which one or more students (the bullies) single out a student (the victim) and engage in behaviors intended to harm that child. Bullying can be direct or indirect:

Direct Bullying – the bully confronts the victim face to face. Examples include verbal harassments, threats, physical attacks or social embarrassment.

Indirect Bullying – the bully attacks the victim's social standing or reputation, usually when the victim is not around. Examples would include spreading malicious gossip, writing insulting graffiti, organizing a peer group to ostracize classmates, staring, pointing at the victim.

Cyber Bullying – While LaFayette Junior-Senior High School students do not have online email access, cyber bullying off campus may have in-school implications. Cyber bullying includes:

- Harassment – repeated rude and insulting messages
- Flaming – a message that contains angry and vulgar language
- Cyber Stalking – persistent threats of harm that make a person fear for his/her safety
- Denigration – cruel gossip that damages someone's reputation or friendships
- Impersonation – breaking into someone's account, posing as that person, and sending messages to make him/her look bad or to get him/her into trouble
- Trickery – fooling someone into sharing secrets that are then sent to others
- Exclusion – barring someone from a group, such as a buddy list or game

LaFayette Junior-Senior High School will not assume responsibility for cyber bullying which occurs off-campus, but will assist in a resolution to maintain an environment necessary to fulfill our academic mission. (Also see Technology and Right to Privacy).

We encourage students to report online bullying. Do not delete the offending message, preserve the evidence and **tell an adult**.

O. Sexting – The use of a cell phone to take and send a sexually explicit photo to another cell phone use, with or without the consent of the person pictured. Federal law regards child pornography as "any visual depiction of a minor (any person under the age of 18) engaging in sexually explicit conduct." New York law regards a "child" as less than 16 years of age and violations of New York's child pornography laws are listed as felonies.

P. Hazing – Hazing means committing an act against a student, or coercing a student into committing an act, that creates a risk of emotional, physical, or psychological harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other purpose. The term hazing includes, but is not limited to:

1. Any humiliating, degrading or dangerous activity demanded of a student to join a group, regardless of the student's willingness to participate (conduct has the potential to endanger the mental or physical health or safety of a student).
2. Any hurtful, aggressive, destructive or disruptive behavior such as striking, whipping, sleep deprivation, restraint or confinement, calisthenics or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
3. Substance Abuse – use or abuse of tobacco, alcohol or illegal drugs.
4. Any activity that intimidates or threatens the student with ostracism, that subjects a student to emotional, physical or psychological stress, dignity of the students or discourages the student from remaining in school.
5. Any activity that causes the student to perform a task or act that involves violation of state or federal law or of school district policies or regulations.

Reporting Hazing – In order for the Board of Education to effectively enforce this policy and to take prompt corrective measures, it is essential that all victims of hazing, and persons with knowledge of hazing report the incident immediately to the appropriate supervisor. The district will promptly investigate all complaints of hazing either formal or informal, verbal or written. To the extent possible, all complaints will be treated in a confidential manner. Limited disclosure may be necessary to complete a thorough investigation.

Q. Informal Conference – Pursuant to New York State Education Law section 3214(3), the suspending authority must notify the student of the charged misconduct, and if the student denies the charges, provide the student with an explanation of the suspension. On request, the student and the student's parents must be given an opportunity for an informal conference with the building principal. At the informal conference, the student and/or the student's parent has a right to present the student's version of the incident and to question the complaining witnesses against

the student. When suspension of a student for five days or less is proposed, the district must immediately provide the parents with written notice delivered by personal messenger, express mail, or an "equivalent means reasonably calculated to assure receipt" within 24 hours of the decision to propose suspension. Although notification of the proposed suspension must be provided where possible by telephone if the district has the parent's phone number, oral notification is not sufficient notice even when followed by same day regular mail notification.

R. Technology and the Right to Privacy - We respect the right for staff and students to be notified if they will be videotaped, audiotaped, recorded, photographed and/or imaged in any manner. Any **unauthorized** videotaping, audiotaping, photographing, recording and/or imaging of a student or staff member will be regarded as a violation of this right to privacy and will result in one or more of the following consequences dependent upon the situation and implications of the offense;

Out of School Suspension
In School Suspension
Notification of Law Enforcement
Superintendent's Hearing

In addition, if District Technology is involved, the District Technology/Internet Usage Policy will automatically apply

CLASS I INFRACTION

Defined as – The possession of a dangerous weapon

- ☐ Guns
- ☐ Knife
- ☐ Jackknife
- ☐ Mace
- ☐ Pepper Gas
- ☐ Martial Arts Weapons
- ☐ Bombs
- ☐ Fireworks
- ☐ Any object that may cause bodily harm and/or injury

Consequences for a Class I Infraction include, but are not limited to

- ☑ *Out of School Suspension*
- ☑ *A Superintendent's Hearing, and/or*
- ☑ *Notification of Law Enforcement*
- ☑ *Youth Court Option (when applicable)*

CLASS II INFRACTION

Defined as the following

- ☐ Possession, Distribution and/or Sale of Substance (see Drug/Alcohol Policy)*
- ☐ Possession of Toy Weapon
- ☐ Indecent Exposure
- ☐ Fighting
- ☐ Assault
- ☐ Theft
- ☐ Arson
- ☐ Possession/Use of Tobacco, Tobacco Products, Lighter/Matches
- ☐ Gambling
- ☐ Bomb Threats
- ☐ False Alarms
- ☐ Computer Tampering (See Computer Use Policy)
- ☐ Misuse of Technology (See Computer Use Policy)
- ☐ Any Act That Endangers the Safety, Health or Well Being of Students/Staff/Building; Unacceptable Social Behavior
- ☐ Non-Sanctioned Senior Skip Day/Non-Sanctioned 'Class' Skip Day
- ☐ Personal Threats Against Staff, Students or Anyone

Consequences for a Class II Infraction include, but are not limited to

- ☑ *In School Suspension*
- ☑ *After School Detention*
- ☑ *Saturday Detention*
- ☑ *Suspension from Computer Use*
- ☑ *Pass Restriction*
- ☑ *Out of School Suspension*
- ☑ *A Superintendent's Hearing, and/or*
- ☑ *Notification of Law Enforcement*
- ☑ *Youth Court Option (when applicable)*

* Possession, distribution, and/or sale of any substance which causes damage, including but not limited to alcohol, prescription, and non-prescription drugs in or on school grounds or at a school function

CLASS III INFRACTION

Defined as the following

- ☐ Verbal and/or Sexual Harassment
- ☐ Bullying
- ☐ Excessive Arguing with Staff Member
- ☐ Defacement of School Property/Vandalism

Consequences for Class III Infractions include, but are not limited to

- ☑ *Restitution*
- ☑ *Reimbursement*
- ☑ *In School Suspension*
- ☑ *After School Detention*
- ☑ *Pass Restriction*
- ☑ *Sexual Harassment Hearing*
- ☑ *Out of School Suspension*
- ☑ *A Superintendent's Hearing, and/or*
- ☑ *Notification of Law Enforcement*
- ☑ *Youth Court Option (when applicable)*

CLASS IV INFRACTION

Defined as the following

- ☐ Truancy/Out of Building Without a Pass
- ☐ Failure to Reimburse an Activity
- ☐ Altering/Forging Passes
- ☐ Cheating (See Academic Integrity Policy)
- ☐ Cafeteria Disruption (See Cafeteria Etiquette)
- ☐ Driving Self/Others Without Permission
- ☐ Reckless Driving on School Property

Consequences for Class IV Infractions include, but are not limited to

- ☑ *Revocation of Driving Privileges/Vehicle May Be Towed*
- ☑ *In School Suspension*
- ☑ *After School Detention*
- ☑ *Pass Restriction*
- ☑ *Reimbursement/Restitution*
- ☑ *Out of School Suspension*
- ☑ *Superintendent's Hearing, and/or*
- ☑ *Notification of Law Enforcement*
- ☑ *Youth Court Option (when applicable)*

CLASS V INFRACTION

Defined as the following

- ☐ Tardy
- ☐ Excessive Display of Affection
- ☐ Foul/Obscene Language and/or Gestures
- ☐ Insubordination
- ☐ Class Cut
- ☐ Class Disruption
- ☐ Unauthorized Elevator Use
- ☐ Clothing (disruptive to the educational process)* (See Dress Code)
- ☐ Hats/Scarves* (See Dress Code)
- ☐ Unacceptable Bus Behavior (See Bus Behavior)
- ☐ Unauthorized Cell Phone, Camera Phone, Video Phone Use
- ☐ Unauthorized Use of CD Players, IPODs, etc. During the School Day

Consequences for Class V Infractions include, but are not limited to

- ☑ *In School Suspension*
- ☑ *After School Detention*
- ☑ *Pass Restriction*
- ☑ *Bus Suspension*
- ☑ *Out of School Suspension*
- ☑ *Superintendent's Hearing, and/or*
- ☑ *Notification of Law Enforcement*
- ☑ *Youth Court Option (when applicable)*

STUDENT PROTESTS – No activities are permitted on school grounds which interrupt the academic mission. As always, failure to attend classes may result in both academic and behavioral consequences.

DRESS CODE

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. Students and their parents have the primary responsibility for acceptable student dress and appearance. A student's dress, grooming and appearance shall be safe, appropriate and not disrupt or interfere with the educational process. The U.S. Supreme Court ruled in the 2007 Morse V. Frederich case to "…allow schools to restrict student expression that they reasonably regard as promoting illegal drug use." LaFayette has established the following dress code:

Inappropriate attire includes the following:

1) **Extremely brief garments such as tube tops, net tops, halter tops, and short shorts, plunging necklines (front and/or back) and see through garments are not appropriate. Clothing should not be too tight.**
2) **Underwear must be completely covered with outer clothing.**
3) **Footwear is required at all times and should be appropriate for activities for that day. Footwear that is a safety hazard is not allowed.**
4) **The wearing of hats in the building is prohibited except for medical or religious purposes or to celebrate special events sanctioned by school personnel. This also includes scarves and hoods.**
5) **Items that are vulgar, obscene, and libelous or denigrating to others on account of race, color, religion, creed, national origin, gender, sexual orientation or disability are prohibited.**
6) **Items that promote and/or endorse the use of alcohol, tobacco or illegal drugs and/or encourage other illegal or violent activities are prohibited.**
7) **Outerwear (unless warranted by building climate conditions)**
8) **Sunglasses do not need to be worn in the building (on the head, face, around the neck) unless medically necessary.**

Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item, and, if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so shall be subject to discipline up to and including In School Suspension for the day. Any student who repeatedly fails to comply with the dress code shall be subject to further discipline up to and including Out of School Suspension.

SEXUAL HARRASSMENT POLICY

The LaFayette Central School District Sexual Harassment Policy prohibits employees, students and other individuals from making unwelcome sexual advances, requests for sexual favors, threats and other verbal or physical conduct of a sexual nature to other employees or students when (1) submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's employment or education, or (2) submission to or rejection of such conduct by an individual is used as the basis for employment or educational decisions affecting such individual, or (3) such has the purpose or effect of unreasonably interfering with an individual's work or school performance, or creating an intimidating, hostile or offensive working or learning environment. Examples of conduct that may be interpreted as sexual harassment include, but are not limited to, lewd or sexually suggestive comments; off-color language; jokes of a sexual nature; sexual slurs and other verbal, graphic or physical conduct relating to an individual's sex; and the display of sexually-explicit pictures, greeting cards, articles, books, magazines, photographs, or cartoons. The Superintendent is the designated equal opportunity coordinator and any violation should be brought to his/her attention.

NOTIFICATION OF OUTSIDE AGENCIES/PARENTS

1. Law enforcement will be notified of code violations which constitutes a crime, including but not limited to the following;
   - Possession of dangerous weapons (see Class I infractions)
   - Possession, distribution and/or sale of alcohol, narcotics, or any illegal substance
   - Indecent exposure
   - Assault
   - Theft
   - Arson
   - Vandalism/defacement of school property
   - Bomb threats
   - False alarms
   - Personal threats against staff, student, or anyone
2. Parents are notified of code violations. All referrals are mailed home.
3. Referrals are made to criminal court and PINS petitions are filed when the Guidance Department counselors, the Student Assistance Counselor, administrators, the school nurse, and/or a pupil study team consisting or representatives from above, believe that internal efforts to remediate ungovernable and/or persistently truant students have been unsuccessful. Administration and/or Guidance may initiate the referral.
4. Human Service Agencies are contacted at the discretion of Guidance counselors and/or the administration. Generally a pupil study team will meet to determine the necessity of the referral and guidance counselors will initiate the contacts.

DUE PROCESS

A student and/or parent who has concerns regarding the application of any policy may make an appeal in the following order: the Building Principal, the Superintendent of Schools, the Board of Education, the NYS Commissioner of Education.

The Role of Teachers, Administrators, Other School Personnel, the Board and Parents

❖ Role of Teachers and Staff

- **Explain rules of behavior to students**
- **Enforce school rules and maintain order**
- **Fairness and consistency in enforcing school rules**
- **Reinforce desired behavior**
- **Refer students to counselors when appropriate**
- **Model appropriate standards of conduct, dress, language and respectful treatment of others**

❖ Administrators

- **Take leadership role in establishing rules of conduct**
- **Make rules known to students, staff and parents**
- **Enforce school rules and maintain order**
- **Fairness and consistency in enforcing school rules**
- **Communicate and work with parents to help modify student behavior**
- **Reinforce desired behavior**
- **Refer students to counselors when appropriate**
- **Model appropriate standards of conduct, dress, language and respectful treatment of others**

❖ Board of Education

- **Establish broad policy objectives for:**
    - **Good conduct**
    - **Promoting a safe and productive learning environment**
- **Authorize administration to enforce policies within legal boundaries**
- **Model appropriate standards of conduct, dress, language, and respectful treatment of others**

❖ Parents

- **Ensure regular and punctual student attendance**
- **Know the rules of conduct and the consequences and encourage student compliance**
- **Instill respect of law, authority, rights of others**
- **Model appropriate standards of conduct, dress, language and respectful treatment of others**

SCHOOL SEARCHES

Searches of students and their belongings

Both the United States Supreme Court and the NY Court of Appeals have held that the Fourth Amendment's protection against unreasonable searches and seizures is applicable to students in public schools. There are two different standards the courts use to determine whether a school search is reasonable under the Fourth Amendment. The courts will consider some school searches to be reasonable upon a showing that the search was **reasonable under the circumstances** (similar to the standard of reasonable suspicion while other school searches will only be reasonable if there is a **probable cause**. Both police and school officials are government actors. The standard applicable to a given search depends on who is conducting the search and the reason for the search. Traditionally the cases fall into two categories as follows:

- Searches by **school officials and SRO's** will be lawful as long as the search is **reasonable under the circumstances.**
- Searches by police officers must be supported by the higher standard of **probable cause**.

In order to be reasonable under the circumstances a search by school officials must be:

1. **Justified at its inception,** and
2. **Reasonably related in scope** to the circumstances which initially justified the interference.
    - Under ordinary circumstances, a search of a student by a school official will be **justified at its inception** where there are reasonable grounds for suspecting that the search will turn up evidence that the student has violated or is violating the law or a school rule.
    - The search will be **reasonably related in scope** when the measures adopted are reasonably related to the objectives of the search and not excessively intrusive in light of the age of the student and the nature of the infraction.

LOCKERS

All students will be issued lockers at the beginning of the school year. It is the responsibility of each student to see that his/her locker is kept in order and locked. Do not keep valuables in your locker, and do not give out your combination. The school is not responsible for items lost or taken from lockers. If your locker is not working properly, report it to the Main Office immediately. ***You may not use a personal lock. You may only use a lock issued by LaFayette Jr./Sr. High School.***

You may use your locker to store school-related materials and authorized personal items. You may not use your

locker to store illegal or unauthorized items, items in violation of school policy or rules, or any other items that are determined by authorized school personnel to be a potential threat to the health, safety or welfare of you or others.

It is important to distinguish between the search of a student and the search of a locker, desk or other item which, while assigned to the student, belongs to the school.

Please know

- that the school owns and controls all the lockers
- that the lockers are provided for the storage of school related material only
- that students should not expect privacy in anything they place in the locker
- that lockers are secured only to maintain privacy between students
- that the school has the authority to access the lockers at any time and to inspect the contents.

Lockers may be opened and searched at any time. This may be done without prior notice, without a search warrant, and without consent by the student, parent or guardian. Inspections may be conducted by authorized school personnel and/or law enforcement officials. At times, they may be conducted with the assistance of drug-detecting dogs.

Random or blanket searches of school lockers and their contents help deter violations of school rules, ensure proper maintenance of school property, and provide greater security for students and personnel. Therefore, the school may search lockers and their contents at any time on a blanket or random basis. (This means a search of either all of the lockers or randomly selected lockers in the entire school building or part of it.) A search may be conducted without warning, and without the need for suspicion that prohibited items are present in a particular student's locker.

The school may search a **particular locker or lockers** when there is reasonable suspicion that the locker(s) being searched contains prohibited items.
School officials may seize any prohibited items that are found. Such items may be removed from the locker and held by school officials for evidence in disciplinary proceedings and/or turned over to law enforcement officials.

PUBLIC CONDUCT ON SCHOOL PROPERTY

In our vigilant efforts to promote a safe, respectful environment, it is necessary to place restrictions on public conduct on LaFayette School District property and at school functions. The following code is intended to maintain public order and protect the rights of others:

NO PERSON OR PERSONS MAY:

1) Injure, threaten or harass others
2) Damage or remove District property
3) Disrupt classes, games, programs, activities, events
4) Distribute/display/wear materials that are obscene, libelous, advocate illegal activity, and/or are disruptive to the educational programs
5) Intimidate, harass or discriminate on the basis of race, color, rationality, religion, age, sex, sexual orientation, or disability
6) Enter any portion of school premises without authorization
7) Obstruct or impede the movement of any person in any place that this code applies
8) Possess, consume, sell, distribute or exchange alcoholic beverages, controlled substances or be under the influence of either on school property or at a school function. We are a "Drug Free School Zone" and harsh legal penalties apply.
9) Possess/use firearms or other weapons including but not limited to air guns, pistols, rifles, shotguns, ammunition, explosives, box cutters, knives, gas canisters, pepper spray or other noxious spray in or on school property or at a school function, except in the case of law enforcement officers or except as specifically authorized by the LaFayette School District.
10) Loitering on school property
11) Gambling on school property or at school functions
12) Inciting others to commit acts prohibited by this code
13) Refusal to comply with any lawful order of District officials in performance of their duties

14) Violation of any federal or state statute, local ordinance or board policy while on school property or at a school function.

Penalties for Violation of This Code

Penalties will range from request to comply with the code to summoning of law enforcement and potential criminal prosecution. Students, faculty members are subject to immediate ejection and possible further disciplinary action.

Enforcement

The Superintendent shall be responsible for enforcing the conduct required by this code. The superintendent may designate the other LaFayette School District staff who are authorized to take action consistent with the code.

When the Superintendent or his/her designee(s) sees an individual engaged in prohibited conduct, which in his or her judgment does not pose any immediate threat of injury to persons or property, the designated school official shall tell the individual that the conduct is prohibited, and attempt to persuade the individual to stop. The school official shall also warn the individual of the consequences for failing to stop. If the person refuses to stop engaging in the prohibited conduct, or if the person's conduct poses an immediate threat of injury to persons or property, the designated school official shall have the individual removed immediately from LaFayette School District property or the LaFayette School District function. If necessary, local law enforcement authorities will be contacted to assist in removing the person.

The LaFayette School District shall initiate disciplinary action against any student or staff member, as appropriate, with the "Penalties" section above. In addition, the District reserves its right to pursue a civil or criminal legal action against any person violating the code.

STUDENTS WITH DISABILITIES

Overview of the Disciplinary Process for Students with Disabilities in New York State:

If a student violates the school code of conduct and is being considered for a suspension or removal, school personnel must ensure the following due process protections are provided to the student and to the student's parent(s). For suspensions of five school days or less, the student's parent(s) or guardian must be provided with a written notice (section 3214 notice), and a follow-up telephone call if possible, within 24 hours of the incident leading to the suspension which describes the basis for the suspension and explains that the parent or guardian has a right to request an informal conference with the principal prior to the proposed suspension to discuss the incident and question any complaining witness(es) against the student. For suspensions in excess of five consecutive school days, describes the basis for the proposed suspension, explains that the student has an opportunity for a fair hearing conducted by either the superintendent or hearing officer designated by the superintendent at which the student will have a right to question any witnesses accusing him/her of committing the misconduct charged and to present witnesses on his/her own behalf. Where possible, notification must also be provided by telephone. For any student of compulsory school age, the school must provide alternative education to the student during the suspension.

In addition to the above, which apply to all students in New York State, there are additional procedures and protections that apply to students with disabilities including:

- the provision of a free appropriate public education to students who are suspended or removed for disciplinary reasons for more than ten school days in a school year;
- the responsibility of schools to address behaviors that result in suspensions or removals for more than ten school days in a school year (functional behavioral assessment and behavioral intervention plans);
- the determination of the relationship between the behavior and the student's disability when a suspension or removal would result in a disciplinary change of placement (manifestation determination);
- providing the parent of the student a copy of the procedural safeguards notice (special education rights) whenever a disciplinary action will result in a disciplinary change in placement;
- an expedited process (expedited due process hearings) to resolve disagreements between parents and schools regarding certain disciplinary actions;
- protections for students who are not classified when a parent asserts that the school had knowledge, prior to the behavior that resulted in the disciplinary action, that the student was a student with a disability ("student presumed to have a disability for discipline purposes"); and
- expedited evaluations of students suspected of having a disability during the time the student is suspended.

Disciplinary Change in Placement
A suspension or removal from a student's current educational placement that is either:

- for more than ten consecutive school days; or
- for a period of ten consecutive days or less if the student is subjected to a series of suspensions or removals that constitute a pattern because they accumulate to more than ten school days in a school year and because of such factors as the length of each suspension or removal, the total amount of time the student is removed and the proximity of the suspension or removals to one another.

CRITERIA FOR #504 REHABILITATION ACT OF 1973

The following criteria must be met in order for a student to quality for a #504 Accommodation Plan. Under the Rehabilitation Act, a handicapped person includes anyone whom:

Has a physical or mental impairment, which substantially limits one or more major life activities (caring for oneself, performing manual tasks, walking, seeing, hearing, breathing, and learning). For information please contact the Committee on Special Education Chairperson.

TECHNOLOGY/INTERNET

The LaFayette Central School District offers computers and internet access for educational purposes. The Acceptable Use Policy and Information Network Access Ethics Policy follow:

LAFAYETTE CENTRAL SCHOOLS
POLICY 7314 INSTRUCTION

ACCEPTABLE COMPUTER USE POLICY BY STUDENTS AND STAFF

The LaFayette Central School District recognizes that computers are used to support learning and to enhance instruction. Computer information networks allow people to interact with many other computers and networks. It is a general policy that all computers are to be used in responsible, efficient, ethical and legal manner.
The LaFayette Central School District declares that when accessing or using school computers, networks or the internet, unethical or unacceptable behaviors just cause for taking disciplinary action, revoking information network access privileges, and/or initiating legal action for any activity through which an individual:

- Uses the information networks for illegal, inappropriate, or obscene purposes, or in support of such activities shall be defined as those which violate local, state and/or federal laws. Inappropriate use shall be defined as a violation of the intended use of the network, and/or purpose and goal. Obscene activities shall be defined as a violation of generally accepted social standards for use of a publicly-owned and operated communication vehicle.
- Personal use of the LaFayette Central School computer equipment will be allowed as long as the equipment/hardware does not have to be in service for educational/instructional purpose at that time. (Exception being: personal use of Internet access not being used for school/educational purposes.
- Uses the information networks for any illegal activity, including violation of copyrights or other contracts violating such matters as institutional or third party copyright license agreements and other contracts.
- Intentionally disrupts information network traffic or crashes the network and connected systems.
- Degrades or disrupts equipment or system performance.
- Uses LaFayette Central School District computing resources for commercial or financial gain or fraud.
- Steals data, equipment or intellectual property.
- Gains unauthorized access to the files of others, or vandalizes the data or files of another user.
- Gains or seeks to gain unauthorized access to resources or entities.
- Forges electronic mail messages, or uses an account owned by another user.
- Invades the privacy of individuals.

*** We respect the right of staff and students to be notified if they will be videotaped, audiotaped, recorded, photographed, transmitted, and/or imaged in any manner. Any **UNAUTHORIZED** videotaping, audiotaping, photographing, recording, transmitting and/or imaging of a student or staff member with the intent of distributing,

broadcasting, and/or posting for public access will be regarded as a deliberate violation of this right to privacy and will result in one or more of the following consequences dependent upon the situation, implications and scope of the offense. Please be aware that criminal prosecution may be mandated as civil and criminal law broadly protects an individual's right to privacy. Victims are well within their right to levy charges beyond the scope of school authority.
Consequences:

In School Suspension
Out of School Suspension
Notification of Law Enforcement
Superintendent's Hearing

Parents/guardians who do not wish their child to use the Internet must inform the district in writing.

The acceptable computer policy which the students and parent/guardian must read states unacceptable/unethical behaviors is just cause for taking disciplinary action, revoking information network access privileges, and/or initiating legal action for any infraction of the stated rules.

Students are not allowed to play computer games while using computers in the classroom, lab or library. (Non-educational games.) Nothing should be downloaded to district owned computers without permission from the Network Administrator or District Technology Coordinator. This includes, but is not limited to, the use of disks and CD's.

If a student violates the rules, consequences of violations include, but are not limited to:

1. Suspension of information network access;
2. Revocation of information network access;
3. Suspension of network privileges;
4. Revocation of network privileges;
5. Suspension of computer access;
6. Revocation of computer access;
7. School Suspension;
8. School Expulsion; or
9. Legal action and prosecution by the authorities.

Remedies and Recourse

Anyone accused of any of the violations has all the rights that would normally apply if such a person were accused of school vandalism or any other illegal activity.

The District has the right to restrict or terminate network access at any time for any reason.

The District further has the right to monitor network activity in any form that it sees fit to maintain the integrity of the information network.

THE FOLLOWING IS THE SCHEDULE OF CONSEQUENCES FOR MISUSE OF THE INTERNET:

1. Inappropriate Use – as defined in Board Policy #7314 as a violation of intended use, will result in denied access for a minimum of 2 weeks for the first offense. Subsequent offense(s) will be regarded as flagrant disregard of Board policy and will result in up to 20 weeks of denied access.
2. Use for Purpose(s) of Obscenity – as defined by Board Policy #7314 as material that is sexually explicit, indecent or vulgar, and a violation of generally accepted social standards, will result in immediate revocation of internet access from the date of the offense to the end of the school year with possible extension into the next school year.
3. Illegal Use – as defined in Board Policy #7314 as the use of another person's account, violation of copyrights, license agreements, contracts forging electronic mail, use of computer resources for commercial purposes or fraud, invasion of privacy, and personal threats, will result in the revocation of internet access for one year with possible extension, and additionally, in school suspension, out of school suspension, initiating legal action, and/or a Superintendent's Hearing.
4. Damage to Equipment or System – as defined in Board policy #7314 as the degrading/disrupting/destroying of equipment or system performance, stealing data, equipment or intellectual property etc., will result in

revocation of internet access/equipment for one year with a possible extension, and additionally, in school suspension, out of school suspension, initiating legal action, and/or a Superintendent's Hearing.

5. The LaFayette Central School District is using X-Stop as its Internet Filtering System to meet Federal E-Rate Guide Lines and the CIPA (Child Internet Protection Act). Any intentional efforts to circumvent the use of this filtration software will result in the revocation of all network access to any student/staff of the LaFayette Central School District.

LAFAYETTE STUDENT EMAIL RULES

LaFayette students will each be provided with an email account. ***LaFayette District student email is to be used ONLY for educational purposes and school related business.***

Rules and Regulations for Student Email Use

1. I will send only to people I know.
2. I will get teacher permission to mail to people I do not know.
3. I will keep my message short and to the point.
4. My messages will be polite and friendly and contain no offensive language.
5. I will have a reason to send a message.
6. I will put in a subject in the subject box.
7. I will use the proper greeting and sign my name.
    a. Name of the receiver of the message.
    b. Message.
    c. Sign my first name only.
8. I will double-check my message before sending.
9. I will double-check my address box before sending.
10. I will delete unnecessary messages in my In Box.
11. I will notify my teacher if I receive junk mail or offensive messages.
12. I will not send any software (games, programs, etc.) through e-mail.
13. I will get permission from my teacher before sending any pictures through e-mail.
14. I will not allow anyone else to use my account.

NO CHILD LEFT BEHIND ACT

Pursuant to the Federal ***No Child Left Behind Act*** signed into law in January 2002, the School District must disclose to military recruiters and institutions of higher learning, upon request, the names, addresses and telephone numbers of our high school students. However, the District must also notify parents of their rights and the rights of their children to request, in writing, that the District **not** release such information if it is requested.

Parents, or students who are at least 18 years old, wishing to exercise their option to withhold their consent to the release of the above information to military recruiters and institutions of higher learning must sign and return the NCLB form. If you need a form, you can contact the Main Office at 677-3131.

Notification of Rights under FERPA for Elementary and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records.

These rights are:

(2) The right to inspect and review the student's education records within 45 days of the day the School receives a request for access.

Parents or eligible students should submit to the School principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

(3) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA

Parents or eligible students who wish to ask the School to amend a record should write the School principal [or appropriate school official], clearly identify the part of the record they want changed, and specify why it should be changed. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

(4) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement personnel); a person serving on the School Board; a person or company with whom the School has contracted as its agent to provide a service instead of using its own employees or officials (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

[Optional] Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. [NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request.]

(5) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the *School District* to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5920

Directory Information

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that LaFayette Central School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the LaFayette Central School District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to all the LaFayette Central School District to include this type of information from your child's education records in certain school publications. Examples include:

A playbill, showing your student's role in a drama production;
The annual yearbook;
Honor roll or other recognition lists;
Graduation programs; and
Sports activity sheets, such as for wrestling, showing weight and height of team members

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If you do not want the LaFayette Central School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by September 18, 2008. The LaFayette Central School District has designated the following information as directory information: [NOTE: an LEA may, but does not have to, include all the information listed below.]

Student's Name
Address
E-Mail Address
Photograph
Date and place of birth
Dates of attendance
Most recent educational/institution attended
Participation in officially recognized activities/sports
Telephone Listing
Weight/Height for athletic teams
Degrees, honors, and awards received
Major field of study
Grade Level

Code of Conduct Violation Form

Name _____ Date _____

Violation _____

It has been determined by administration that your conduct on _____ was in violation of the Co-Curricular Code of Conduct.
As per the policy, we are revoking your privilege to participate in any co-curricular activity (listed below) for a ten week period commencing on _____ and concluding on _____.

A review committee will be available to you at the end of the first five weeks (date: _____).

- If you would like the committee to consider a reduction at the 5 week point, you must submit a plan within 5 days of the date of this letter. Your petition for suspension reduction must include a documentation of community service and/or counseling. Suggestions and stipulations for this plan are attached.
- *There is no guarantee that the committee will reduce the suspension period.*
- If you would like to meet with the review committee after the first 5 weeks (not before), please indicate your intent by detaching and submitting the form attached by _____.
- If you do not meet with the review committee your suspension will remain at the full 10 weeks concluding on _____.

Co-Curricular Activities Subject to the Code of Conduct

All sports – Modified, JV, Varsity and Cheerleading
Class Cabinets, Class Offices – Grades 7, 8, 9, 10, 11, 12
Student Council
School Newspaper
Science Olympiad
Drama Club
Yearbook
Math League
Teen Institute
Mock Trial
ECOS
International Clubs
Stage Band/Jazz Band
Vocal Ensemble
Outdoor Ed Club
Chess Club
Drug Quiz Team
Native American Club
Prom Court
Homecoming Court

**In addition, the National Junior Honor Society and National Honor Society are National organizations with Codes of Conduct that the organization must implement.

Options for Penalty Reduction at 5 Weeks

1. Any documented (director/supervisor must attest to hours) voluntary community service from a recognized non-profit organization such as United Way agencies. (mandated 20 hours);

- Church related
- Soup kitchen
- Salvation Army
- SPCA
- Hospital Volunteer
- Apple Festival
- Community gardens (garlic farm)
- Senior citizens
- Vera House
- School service (after school hours only)
- Other volunteer activities will be considered

2. Counseling is recommended in addition to the 20 hours of community service.

Any plan must be pre-approved by a review committee and must be submitted within 5 days of date of this letter.

Name _____ Date _____

I respectfully request a meeting with the Review Committee to consider a reduction of my suspension.

Co-Curricular Activity/ Activities _____

Signed _____

*****This request must be submitted within 5 days of date of this letter.**

LAFAYETTE JUNIOR-SENIOR HIGH SCHOOL
LaFayette, New York 13084

ANONYMOUS REPORT FORM

The S.A.V.E. Legislation stipulates that schools provide all students with a method to report potentially dangerous situations to appropriate authorities. Students who have concerns should use this form.

This form may be submitted to any staff member, placed in any School Office mailbox and/or mailed to us:

LaFayette Junior-Senior High School
3122 Route 11, North
LaFayette, New York 13084

The information will be forwarded to the administration and/or the School Resource Officer. (Submission of a <u>false</u> report may result in serious consequences.)

NAME (Optional) _____

<u>EVENT / OCCURRENCE / CONCERN</u> – Please provide as many details as possible (names, dates, etc.)

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

LAFAYETTE JUNIOR-SENIOR HIGH SCHOOL

LaFayette, New York 13084

This is to acknowledge that I have received a copy of the LaFayette Junior-Senior High School 2012-2013 Student-Parent Handbook. It is my understanding that it is my responsibility to acquaint myself with its contents. The guidelines, rules, and policies contained in the handbook are current to date, however, all sections of this handbook may be altered or omitted and new sections added by the action of the New York State Education Department, the LaFayette School District Board of Education, and/or the Administration. When such changes are made, I can expect to be so informed by the Administration.

Print Name _____

Student Signature _____ **Date** _____

LAFAYETTE ALMA MATER

Hail LaFayette, we pledge allegiance to you.

Here is our motto:

We are one for all, and all for LaFayette,

And here's to our school,

And long on high may she rule.

Forever more you will find us,

Always loyal and true.

